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Government Printing Office

Manual

of

Style

Prepared under direction of the Public Printer
Washington, D. C. : : : : : : : : September, 1909

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U. S. GOVERNMENT PRINTING OFFICE.

Manual of Style

FOR USE OF COPY EDITORS, PROOF READERS, OPERATORS, AND COMPOSITORS ENGAGED IN THE PRODUCTION OF EXECUTIVE, CONGRESSIONAL, AND DEPARTMENTAL PUBLICATIONS

First Edition : September, 1908

Prepared under direction of the Public Printer : : 1908

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WASHINGTON, D. C., SEPTEMBER, 1908

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SUGGESTIONS TO AUTHORS.

The MANUAL OF STYLE is intended to facilitate public printing, and if those submitting copy for publication will carefully observe the following suggestions, they will contribute materially toward this end:

Copy should be typewritten if possible, unless reprint, and each page should begin with a paragraph.

Proper names, foreign words, and technical terms should be plainly written and verified.

Manuscript and typewritten copy in a foreign language should be marked accurately as to capitalization, punctuation, and other peculiarities.

Signatures which are illegible should be carefully rewritten on the margin.

Abbreviations should not be used except when they are to be printed as written, in which case they should be marked "follow."

Reference marks in text and tables should be arranged alphabetically across each page, beginning with "*a*." (See table, p. 41.)

Capitalization and punctuation, when not peculiar to the publication in hand, are details which may be safely intrusted to the compositors and proof readers.

Photographs, drawings, etc., for illustrations should accompany manuscript, each bearing the name of the publication in which it is to be inserted and the figure or plate number. The proper place for each illustration should be indicated on the copy by title, legend, or otherwise.

When a publication is composed of several parts, a scheme of the desired arrangement should accompany the first installment of copy.

Write on one side of the paper only. When both sides are used, duplicate copy should be furnished.

Additional matter making more than one line to be inserted in manuscript copy should be written on a separate sheet attached to the page on which it is to be inserted and the place for its insertion clearly indicated.

All corrections should be made on first proofs submitted, later proofs being intended only for the purpose of verification. Plate corrections should be avoided.

Important changes from the style herein set forth should be clearly stated in a sheet of instructions accompanying the copy.

Copy should be sent flat, if possible.

Requisitions for work containing illustrations should give explicit instructions as to whether or not illustrations should be furnished by the Government Printing Office, giving the number, indicating the process of reproduction, and, if reduction is necessary, instructions on the margin of each illustration. The size should be as nearly uniform as practicable.

Work containing illustrations should be accompanied by a letter certifying that the illustrations are necessary and relate entirely to the transaction of public business. (See 33 Stat. L., p. 1213.)

Samples furnished for a particular purpose should be plainly marked, showing clearly whether intended for style of type, size of type page, paper, trim, lettering, or binding, etc.

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Proofs read by authors or department readers should be marked to conform with the following style:

PROOF MARKS.

⊙	Period.
,	Comma.
-	Hyphen.
:	Colon.
;	Semicolon.
’	Apostrophe.
“/”	Quotations.
□	Em quadrat.
1/m	One-em dash.
2/m	Two-em parallel dash.
⌣	Push down space.
⊂	Close up.
✓ or ⌣	Less space.
^	Caret—left out, insert.
9	Turn to proper position.
#	Insert space.
⊏ or ⊐	Move to left or to right.
⊓ or ⊔	Move up or move down.
tr.	Transpose.
----- or stet.	Let it stand.
℘	Dele—take out.
⊗	Broken letter.
¶	Paragraph.
No ¶	No paragraph.
w. f.	Wrong font.
⊐⊏ or eq. #	Equalize spacing.
≡ or caps.	Capitals.
= or s. c.	Small capitals.
l. c.	Lower-case.
≡	Straighten.
a/ or 1	Superior or inferior.
— or ital.	Italic.
rom.	Roman.
[/]	Brackets.

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TYPOGRAPHICAL ERRORS.

It does not appear that the earliest printers had any method of correcting errors before the form was on the press. The learned ~~The learned~~ correctors of the first two centuries of printing were not proof readers in our sense; they were rather what we should term office editors. Their labors were chiefly to see that the proof corresponded to the copy, but that the printed page was correct in its latinity ~~that the words were there~~, and that the sense was right. They cared ~~but~~ little about orthography, bad letters or purely printers' errors, and when the text seemed to them wrong they consulted fresh authorities or altered it on their own responsibility. Good proofs in the modern sense, were impossible until professional readers were employed; men who had first a printer's education, and then spent many years in the correction of proof. The orthography of English, which for the past century has undergone little change, was very fluctuating until after the publication of Johnson's Dictionary, and capitals, which have been used with considerable regularity for the past 80 years, were previously used on the miss or hit plan. The approach to regularity, so far as we have, may be attributed to the growth of a class of professional proof readers, and it is to them that we owe the correctness of modern printing. More errors have been found in the Bible than in any other one work. For many generations it was frequently the case that Bibles were brought out stealthily, from fear of governmental interference. They were frequently printed from imperfect texts, and were often modified to meet the views of those who published them. The story is related that a certain woman in Germany, ~~who was~~ the wife of a printer, ~~and~~ had become disgusted with the continual assertions of the superiority of man over woman which she had heard, hurried into the composing room while her husband was at supper and altered a sentence in the Bible, which he was printing, so that it read Narr instead of Herr, thus making the verse read "And he shall be thy fool" instead of "And he shall be thy lord." The word not was omitted by Barker, the king's printer in England in 1632, in printing the seventh commandment. He was fined £3,000 on this account.

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INSTRUCTIONS TO COPY EDITORS, COMPOSITORS, OPERATORS, READERS, AND REVISERS.

EDITING COPY.

The prime object of copy editors should be to mark those things which are not readily understood by the compositor, and to indicate headings, indentions, dashes, new pages, new odd pages, and such other matters which are essential to give the completed book a good typographical appearance.

It should not be absolutely necessary to mark again anything which has been plainly indicated at the beginning of a sheet, as the compositor is expected to follow the preparation indicated if the same thing should again occur on the same sheet.

It is desired that all copy shall be prepared as quickly as practicable, but copy editors should familiarize themselves with all peculiarities before doing any actual work, unless they are already familiar with the work assigned to them.

Copy without instructions should be edited in conformity with the MANUAL OF STYLE.

When necessary to depart from the rules laid down in the MANUAL OF STYLE, the copy editors should give instructions to compositors and readers.

Instructions should be given as to orthography, compounding, capitalization, and punctuation in scientific and technical work.

When copy is ordered to be kept clean and returned intact, care should be taken to mark as lightly as possible, so that erasures may be easily made.

The following rules will apply to all manuscript, typewritten, or printed copy not otherwise provided for:

Addresses.—Mark caps, small caps, italic, and abbreviations, indicating where lines are to be broken when necessary.

Capitalization.—Indicate not only that which should go "up," but that written "up" which should go "down."

Headings.—Mark case number on each sheet once; if two or more sizes are used, mark each in every instance; indicate italic, small caps, and caps and small caps, specifying size of type.

Signs, symbols, etc.—In text and tables all signs, symbols, dashes, superiors, etc., should be plainly marked; write names of Greek letters when used, as they are frequently mistaken for italic or signs.

Titles.—Prepare in conformity with MANUAL OF STYLE, and indicate whether to abbreviate or spell out; this applies also to geographic names.

Mark size of text type and whether to be solid, leaded, or double leaded, etc.; verify folio numbers, and plainly indicate references, footnotes, cut-ins, etc.

COMPOSITION.

Compositors and machine operators are expected to carefully study the rules governing composition. A failure to do this will show plainly in the proof. It must be remembered, however, that all work done in the office is not in accordance with the MANUAL OF STYLE. Special instructions will invariably accompany copy of this

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kind, and an employee should ascertain when taking out copy whether it is to be set according to office style; if it is not, he should read instructions carefully and confer fully with the foreman or man at the desk about doubtful questions.

Every precaution must be taken to prevent the soiling of proof sheets, as it is necessary for the reviser to see clearly every mark on the margin of a proof after it has been corrected.

Do not try to cover up or hide an accident. After a proof is read the first time, if a word or line is pied, or if a "drop out" occurs, or any accident happens to the type, it is the duty of the workman to call attention to it in writing on the latest proof sheet. If a proof sheet be not available or immediately at hand, put the types involved FEET UPPERMOST when returning them to place. This direction is intended for all who handle type—laborers, compositors, makers-up, imposers, and electrotypers—and will be insisted upon. Accidents will happen, and correctness can be assured only by faithfully following the instructions here given.

In correcting matter set by the linotype machine, care must be taken to insert corrected type slugs in their proper places and not to remove type slugs in which no errors occur. The matter should be revised by the corrector before turning in the galley. Marks indicating broken or blurred letters in lines not required to be reset should be "killed," or the matter otherwise shown to be "O. K." Matter should be "run down" to see that lines have not been either duplicated or eliminated.

READING.

Proofs that are not clearly printed or which are in any manner defective must be refused.

When a proof is taken out, the reader should inform himself fully as to the character of the work, whether there are any special instructions or peculiarities concerning it, and get such other information as he may think will assist him; before beginning to read he must make sure that copy folio agrees with proof and that the entire proof is legible. It is well to do preparatory work and take a general survey of a proof before beginning to read it.

Folios of copy should be "run" by copyholder on first reading of proofs. This applies to all work, but is especially important on indexes, where a large number of folios or cards may be involved.

The style in which correction marks are made on a proof is an element of considerable importance. Straggling, unsymmetrical characters, disconnected marks placed in the margins above or below the lines to which they relate, irregular lines leading from an incorrect letter or word to a correction, large marks, marks made with a blunt pencil, indistinct marks, a frequent use of the eraser to obliterate marks hastily or incorrectly made, are all faults to be avoided. In reading proof of wide tables, the reader should take advantage of white space as near as possible to the error and place the correction therein, thus aiding all who have occasion to handle the proof afterwards.

The time to be spent in reading a proof should be governed in a great measure by its importance, but speed should never be greater than is consistent with practical correctness.

In reading tables set on linotype machines, readers should indicate the cast if errors are marked.

When errors are marked in display type, the case number always should be indicated.

Readers should immediately notify the person in charge of the discovery of any wrong-font matrices.

When an entire "take" or proof seems to have been set uniformly, a reader should never make important changes in indentions or tables or make corrections

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which will cause a great deal of work without consulting the foreman or the copy editor.

When the reader detects inconsistent and erroneous statements, obviously made by the writer through lapse of the memory or slip of the pen, it is his duty to correct. He does so at his peril, however. He must know, not suspect, that they are errors, and be prepared, if called upon, to vindicate the soundness of his correction by recognized authority. If he does not know, he should query.

In work of particular value—historic or scientific publications, books that may be used for reference, etc.—the reader should be on the lookout for faulty construction of sentences, bad metaphors, inconsistent statements, the misuse of words, and defects of similar character. These he should query. The proofs of this class of work always go out, and the author will probably welcome reasonable suggestions; but the reader must not worry himself or the author about the extreme niceties of grammar or suggest pedantic emendations.

Readers will carefully note the instructions to compositors as to spacing, division of words, etc., and never hesitate to mark when work is imperfect.

Readers are enjoined to keep in full sympathy with the copy editors. They must always consult with the latter before making important changes in proof. The marks of the copy editor must be given consideration by all. He has probably handled the entire work, and is in a position to know more about its peculiarities than the man who reads but a small portion.

Instructions as to the confidential nature of work, number of proofs, size of paper, number of copies, location of illustrations, new pages, new odd pages, etc., when found on copy, must in every instance be carried on proof sheet by readers. Also, in passing "run downs," the galley slug of the following galley must be carried on copy where break occurs.

GALLEY-PROOF REVISING.

The importance of revising proofs well can not be overestimated. While a reviser is not expected to read proof, it is not enough for him to slavishly follow the marks found on the proof sheet. He should see that all corrections have been properly made in the type, that words or lines have not been transposed by the compositor in making the corrections, and that the rules governing spacing, division of words, and good printing generally have been observed. Compositors have no excuse for neglecting to space evenly, either when setting the type or when making corrections, and the reader or reviser who passes bad spacing will be held in fault.

A reviser must not remodel the punctuation of the readers or make any serious changes in the work unless the matter apparently needing correction is of unmistakable importance. If he thinks it necessary that an important change should be made, he should submit the change proposed to the foreman for his decision.

All instructions carried on first proofs must, in every instance, be transferred to revised sheets, whether galley revise, page proof, stone revise, or press revise.

All queries made by readers must be carefully transferred to the proof to be sent out, which should always be clean and well printed.

Every paragraph containing an alteration in a proof that makes one or more overruns must be reread as first proof. It must be read aloud by copyholder, word for word, to the end of the paragraph, or at least far enough to satisfy the reviser that the proper correction has been made and no new errors have slipped in while the lines were being handled. The practice of revising the alteration only and of rereading without copyholder has been the source of many errors, and will no longer be permitted.

Revising should be done with reasonable dispatch, but good work must not be sacrificed to haste. The "hurry" excuse for passing bad work will not be accepted, as assistance will be furnished whenever necessary.

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PRESS REVISING.

Special care must be exercised in revising linotype-machine matter. It is necessary to read the entire line in which a correction has been made and to see that the line has been inserted in the proper place and that the lines above and below it have not been disturbed.

Revisers should promptly notify the foreman of the proof room when variations from the MANUAL are being marked by department readers.

Press revising is a branch of proof-room work requiring special adaptability and great diligence and care. Not only must the reviser observe that the rules governing the work of those who precede him have been followed, but he must be on the alert for a multiplicity of points not coming within their sphere. Hence, a clear head, quick eye, knowledge of the style, acquaintance with the make-up of various publications, a high sense of order, an ability for detail, and mind and nerve not easily disturbed are prerequisites to success in the work.

A few general rules only can be given to guide the press reviser. He handles a variety of work and must decide each point as it presents itself. He is cautioned never to allow his work to get behind (calling for assistance when rushed), but not to make a sacrifice of correctness for the sake of speed.

The following rules must be carefully studied:

1. See that the proof sheets are clean and clear; send for another proof in case they are not.

2. See that galley slips connect before beginning the page or press revise.

3. See that page folios are continuous, that running heads are correct and uniform, and that the proper signature is correctly placed.

4. Revise carefully, observe connections between pages, carry all unanswered queries if the proof goes again to the author, otherwise see that all queries are answered, and take care that continued and repeated lines are free from errors.

5. If a revise is badly corrected or is from any cause not reasonably free from error, call for another correction and proof (stating number wanted), and destroy all duplicates.

6. Be on the lookout for "drop outs," doublets, and transpositions, applying the rules laid down for first revisers.

7. Read by copy all running heads and box heads in continuous tables; see that all leading lines are carried at the top where subordinate matter turns over; that dollar marks and italic captions of columns are properly placed and uniform; that the matter is as compact as circumstances will permit, and that footnotes fall on the page containing the corresponding reference and are symmetrically arranged.

8. Preserve complete files of all proofs returned to the desk in the ordinary course of business, especially of the final proofs from which a work is sent to the press or foundry.

9. On first page of a signature of a stone or press revise carry the number of copies and kind of paper, with any special directions that may be necessary, and see that the form is properly imposed.

10. Be particular in making the "mark off" on a galley slip when the first page proofs are sent out, cutting the proof sheet and noting upon it the connecting galley slug, the folio of the succeeding page, and the proper signature of the same. Retain the "mark off" and deliver the galley slips with the clean proof to the proof clerk.

11. Always make sure that different sets of proof sheets on any work are correctly marked in series, as "R," "2d R," "3d R," etc., and when a sheet is stamped "Another proof," carry the same designating "R" on the corresponding clean one, and destroy the stamped proof when it has served its purpose.

12. When two or more jobs are imposed in one form, the reviser should separate the parts to verify the imposition. Until familiar with the "fold," however, caution must be exercised in cutting the sheet.

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13. Press, stone, and foundry revises are equally important. In the latter especial care must be taken that rules do not lap, that work is not jammed in the "lockup," that damaged letters and "slips" are indicated, and that the matter is ready in all respects to pass severe criticism.

14. Government publications are usually made up in the following order:

Page 1, title; page 2, blank; page 3, table of contents. If ending on an odd-numbered page, then page 4, blank; page 5, letter of transmittal; page 6, blank; page 7, text proper.

In the body of the work new pages will be properly indicated on the proof sheet. Tables of contents, letters of transmittal, lists of illustrations, the text proper of a book, and all matter following half titles (except parallel tables) should begin on a new odd page.

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MANUAL OF STYLE.

ABBREVIATIONS.

[See also Court style, p. 43; Tabular work, p. 38; Figures, p. 30.]

The following abbreviations will be used except as limited, or as may be indicated by copy editors, it being understood that those not limited are to be used at all times:

BILLS, RESOLUTIONS, DOCUMENTS, AND REPORTS.

H. R. for House bill (H. R. 416 or House bill 416, as written).
S. for Senate bill (S. 116 or Senate bill 116, as written).
H. Res. No. 5, for House resolution (simple).
H. C. Res. No. 10, for House concurrent resolution.
H. J. Res. 21, for House joint resolution.
S. Res. No. 50, for Senate resolution.
S. C. Res. No. 17, for Senate concurrent resolution.
S. R. 45, for Senate joint resolution.
H. Doc. No. 35, for House Document No. 35.
S. Doc. No. 62, for Senate Document No. 62.
H. Rept. No. 214, for House Report No. 214.
S. Rept. No. 410, for Senate Report No. 410.

Chemical elements and symbols.

Element.	Symbol.	Element.	Symbol.
Aluminum	Al	Hydrargyrum (mercury)	Hg
Antimony (see Stibium).		Hydrogen	H
Argentum (silver)	Ag	Indium	In
Argon	A	Iodine	I
Arsenic	As	Iridium	Ir
Aurum (gold)	Au	Iron (see Ferrum).	
Barium	Ba	Kalium (potassium)	K
Beryllium (glucinum)	Be, Gl	Krypton	Kr
Bismuth	Bi	Lanthanum	La
Boron	B	Lead (see Plumbum).	
Bromine	Br	Lithium	Li
Cadmium	Cd	Magnesium	Mg
Cæsium	Cs	Manganese	Mn
Calcium	Ca	Mercury (see Hydrargyrum).	
Carbon	C	Molybdenum	Mo
Cerium	Ce	Natrium (sodium)	Na
Chlorine	Cl	Neodymium	Nd
Chromium	Cr	Neon	Ne
Cobalt	Co	Nickel	Ni
Columbium (niobium)	Cb, Nb	Niobium (columbium)	Nb, Cb
Copper (cuprum)	Cu	Nitrogen	N
Davyum	Da	Norwegium	Ng
Decipium	Dp	Osmium	Os
Didymium	D, Di	Oxygen	O
Dysprosium	Dy	Palladium	Pd
Erbium	Er	Philippium	Ph
Ferrum (iron)	Fe	Phosphorus	P
Fluorine	F, Fl	Platinum	Pt
Gadolinium	Gd	Plumbum (lead)	Pb
Gallium	Ga	Potassium (see Kalium).	
Germanium	Ge	Praseodymium	Pr
Glucinum (beryllium)	Gl, Be	Radium	Ra
Gold (see Aurum).		Rhodium	Rh
Helium	He	Rubidium	Rb
Holmium	Ho	Ruthenium	Ru

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Chemical elements and symbols—Continued.

Element.	Symbol.	Element.	Symbol.
Samarium	Sm	Thorium	Th
Scandium	Sc	Thulium	Tu
Selenium	Se	Tin (see Stannum).	
Silicon	Si	Titanium	Ti
Silver (see Argentum).		Tungsten (see Wolframium).	
Sodium (see Natrium).		Uranium	U
Stannum (tin)	Sn	Vanadium	V
Stibium (antimony)	Sb	Wolframium (tungsten)	W
Strontium	Sr	Xenon	X, Xe
Sulphur	S	Ytterbium	Yb
Tantalum	Ta	Yttrium	Y, Yt
Tellurium	Te	Zinc	Zn
Terbium	Tb, Tr	Zirconium	Zr
Thallium	Tl		

CHRISTIAN NAMES. Always spell out well-known Christian names, except in signatures. When necessary to abbreviate, use the forms Danl., Edwd., Saml., Thos., etc., omitting the apostrophe. This rule of abbreviation to apply to "fol." Alex, Ben, Ed, Fred, and Sam are not always abbreviations, and copy should be followed as regards period.

CITATIONS. See References, page 15.

CLOCK TIME. a. m.; m.; p. m.; when immediately connected with figures.

COMPASS DIRECTIONS. When abbreviated, use the regular forms, E., W., etc. In compound terms, close up, as SE., NNW., etc.

CONGRESS, ETC. In parentheses: Cong. for Congress, as 58th Cong.; sess. for session, as 1st sess. (Note punctuation: 58th Cong., 1st sess.; 1st sess. 58th Cong.)

DOCUMENTS. See Bills, resolutions, etc., page 13.

FIRM NAMES, ETC.

The "&" will only be used between names of persons or to connect the same with Co., Bro., or Bros. In literary, etc., companionships use "and."

Brother, Brothers, and Company to be abbreviated only when following "&." (See also Tabular work, p. 38.)

Atlantic and Pacific Telegraph Company.
Brown & Jones Mining and Milling Company.
Eastern and Western Transportation Company.
Good & Sweet & Co.
J. P. Morgan & Co.
Johnston & Oleson Company.
Jones Brothers & Co.
Smith & Bro.
Towers & Russell.
Pennsylvania Railroad Company.
Washington Flour and Feed Company.
Washington and Norfolk Steamboat Company.

In literary, artistic, scientific, and similar companionships—

Cuvier and Valenciennes. Hay and Nicolay. Smith and De Koven.

LATITUDE, ETC. In parentheses, use lat. for latitude and long. for longitude, when with figures.

MISCELLANEOUS TERMS.

b. o. for buyer's option.
B. t. u. for British thermal units.
c. c. for cubic centimeter.
c. i. f. for cost, insurance, and freight.
c. p. a. for certified public accountant.
e. g. for exempli gratia.
etc. for &c.
feet b. m. for board measure, when with figures.
f. o. b. for free on board.
f° for folio, 4° for quarto, 8° for octavo.
ib., ibid., for ibidem.
id. for idem.
loc. cit. for loco citato.
n. e. s. for not elsewhere specified.
nol-pros (nolle prosequi).
non-pros (non prosequitur).
op. cit. for opere citato.
O. K.; O. K.'ed; O. K.'ing.
per cent (omitting period).
phone (omitting apostrophe).
ser. for series.
sp. gr. for specific gravity.
ss for scilicet, as Essex County, *ss* (no point).
St. for Saint; but Fort and Mount are not to be abbreviated.
v. for versus ("against" if copy).
viz (omitting period).

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MONEY. English money, £2 4s. 6d.; Philippine money, ₱ for peso. Copy editors should indicate when abbreviations are to be used. (See also Foreign coins, p. 53.)

MONTHS. In references in parentheses and in leader work, where day of month is given, use—

Jan. for January.
Feb. for February.
Mar. for March.
Apr. for April.
Aug. for August.
Sept. for September.
Oct. for October.
Nov. for November.
Dec. for December.

May, June, and July are not abbreviated.

NUMBER. Use No. when preceding a serial number, as No. 1836. In lines consisting of caps, when the abbreviation "No." occurs use lower-case "o."

PUBLIC LANDS.

Copy editors should indicate when the following terms are to be abbreviated (note caps, punctuation, and use of plural in the following examples): (1) N. ½ NE. ¼ sec. 1, T. 2 N., R. 3 W.; fractional secs. 2 and 3, Tps. 4 and 5 N., Rs. 6 and 7 W.; and lot 6, NE. ¼ sec. 4, T. 6 N., R. 1 W., of the Indian meridian. (2) N. ½ sec. 20, T. 7 N., R. 2 W. of the sixth principal meridian.

When fractions are spelled in land descriptions, half and quarter, not one-half and one-quarter.

RAILROADS. When the words "railroad" and "railway" are abbreviated, use R. R. for railroad and Ry. for railway. For titles of roads and method for their abbreviation see page 74.

REFERENCES. In parentheses, footnotes, cut-in notes, side notes, and tables use capital letter with roman numerals except in the case of p. or pp., observing the following forms:

art. or arts. for article or articles.
ch. or chs. for chapter or chapters.
fig. or figs. for figure or figures.
pl. or pls. for plate or plates.
p. or pp. for page or pages.
par. or pars. for paragraph or paragraphs.
pt. or pts. for part or parts.
sec. or secs. for section or sections.
vol. or vols. for volume or volumes.

SOVEREIGNS. When the names of sovereigns of a country are mentioned only occasionally, such names may be given in full; as, Edward the Seventh, Charles the First. When such names occur frequently, they may be printed with roman numerals without a period; as, Edward VII, Charles I.

STATES AND TERRITORIES.

In indexes, leader work, and tables abbreviate after cape, island, mountain, river, etc., when the name is given, and after groups of geographic names in text intermixed with any of the terms in the next paragraph; as, New York, N. Y.; Long Island, N. Y.; Cape Poge, Mass.; Brentons Reef, R. I.; Potomac River, Md.

Immediately after the name of a city, town, village, Indian agency, armory, arsenal, barrack, county, fort, navy-yard, reservation (forest, Indian, or military), reserve, or station (military or naval):

Ala. for Alabama.
Ariz. for Arizona.
Ark. for Arkansas.
Cal. for California.
Colo. for Colorado.
Conn. for Connecticut.
Del. for Delaware.
D. C. for District of Columbia.
Fla. for Florida.
Ga. for Georgia.
Ill. for Illinois.
Ind. for Indiana.
Ind. T. for Indian Territory.
Kans. for Kansas.
Ky. for Kentucky.
La. for Louisiana.
Me. for Maine.
Md. for Maryland.
Mass. for Massachusetts.
Mich. for Michigan.
Minn. for Minnesota.
Miss. for Mississippi.
Mo. for Missouri.
Mont. for Montana.
Nebr. for Nebraska.
Nev. for Nevada.
N. H. for New Hampshire.
N. J. for New Jersey.
N. Mex. for New Mexico.
N. Y. for New York.
N. C. for North Carolina.
N. Dak. for North Dakota.
Okla. for Oklahoma.
Oreg. for Oregon.
Pa. for Pennsylvania.
P. I. for Philippine Islands.
P. R. for Porto Rico.
R. I. for Rhode Island.
S. C. for South Carolina.
S. Dak. for South Dakota.
Tenn. for Tennessee.
Tex. for Texas.
Vt. for Vermont.
Va. for Virginia.
Wash. for Washington.
W. Va. for West Virginia.
Wis. for Wisconsin.
Wyo. for Wyoming.

Alaska, Hawaii, Guam, Idaho, Iowa, Ohio, Samoa, and Utah are not abbreviated.

STATUTES. In references in parentheses, footnotes, cut-in notes, side notes, and tables: Rev. Stat. for Revised Statutes; Supp. Rev. Stat. for Supplement to the Revised Statutes; Stat. L. for Statutes at Large (but R. S., Stat., or Stats. if so written). British statutes: 34 and 35 Vict., 74; 1 Geo. IV, 25.

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STREETS. When referring to Washington, D. C., use the forms: First street NW., Four-and-a-half street SW., Florida avenue NE., Seventh street SW., etc. Spell out First street east, Third street west, R street north, M street south, etc. (See also Abbreviations, p. 38.)

TEMPERATURES, ETC. F. for Fahrenheit; C. for centigrade; Cel. for Celsius; R. for Réaumur; B. for Baumé; Twad. for Twaddell.

TITLES.

Military and naval, only when preceding Christian names, as in the following list:

Adjt.	Com. Sergt. (commissary-sergeant).	Lieut. Col.	Pvt.
Adjt. Gen.	Corpl.	Lieut. Commander.	Q. M. Gen.
Asst.	First Lieut.	Lieut. Gen.	Q. M. Sergt.
Asst. Surg.	Gen.	Lieut. (Junior Grade).	Sergt.
Brig Gen	Hosp. Sergt.	Maj.	Sergt. Maj.
Bvt.	Hosp. Steward.	Maj. Gen.	Second Lieut.
Cap	Insp. Gen.	Ord. Sergt. (ordnance-sergeant).	Second Sergt.
Col.	Judge-Advocate-Gen.	Orderly Sergt.	Surg.
Com. Gen. (commissary-general).	Lieut.	Passed Asst. Surg.	Surg. Gen.
			Surg. Maj.

Always abbreviate the following, preceding Christian name (otherwise spell out, except Messrs. and M. for Monsieur):

Dr. for doctor.
Hon. for honorable.
M. for monsieur.
Messrs. or MM. for messieurs.
Prof. for professor.
Rev. for reverend.
Right Hon. for right honorable.
Right Rev. for right reverend.
Supt. for superintendent.
Very Rev. for very reverend.

Following surname:

esq. for esquire.
jr. for junior.
sr. for senior.
Degrees conferred by colleges, etc.: LL. D. for doctor of laws; M. A. for master of arts, etc.
Fellowships: F. R. S. for Fellow of the Royal Society, etc.
Orders of chivalry: K. C. B. for Knight Commander of the Bath.

UNITED STATES.

When immediately associated with the name of an officer of the army or navy, as Lieut. John Doe, U. S. Army; Admiral Richard Roe, U. S. Navy.

The name of an organization of the army or navy, as First Regiment U. S. Volunteers, Second U. S. Cavalry, etc.

When preceding the name of a government vessel, as U. S. S. *Brooklyn* (any other designation than "ship" or "steamer" to be spelled, as U. S. monitor *Nantucket*).

In parentheses, footnotes, cut-in notes, side notes, or tables when with the name of an organization of the army or navy, a department, bureau, commission, etc., of the United States Government.

ADDRESSES.

Capitalize the principal words in business and residence addresses.

Abbreviate when necessary to the good appearance of a line.

Space with en quads in small-cap, cap-and-small-cap, and cap lines. Also observe same spacing when words occur in text in caps, small caps, etc.

Omit leads when space is clear between date line and address, signature and text, or signature and address.

When end of line is 3 ems or more from dash, omit slug; when less than 3 ems, use slug.

In text, esq., jr., sr.; in a cap-and-small-cap address or signature, Esq., Jr., Sr.; when address or signature is all caps, ESQ., JR., SR. When set in caps of type having no small caps, use caps and lower case.

Use Brown, A. H., jr., not Brown, jr., A. H.

Addresses to be placed either at beginning or end of a letter or paper, as indicated by copy.

The name of a person, a firm, or the title of an official in an address to be at left of page, in caps and small caps, the title or address following in italics (but "U. S. Army" or "U. S. Navy" immediately following in same line will be roman). Set first line flush when at beginning of a letter or paper; indent 1 em when placed at end.

Use one lead under an address when at the beginning of letter.

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General addresses to be italic, flush, overruns indented 1 em; lower-case except proper nouns:

To collectors of customs and internal revenue:

The examples following show some of the forms to be observed:

[When italic line is longer than name line, indent italic line 2 ems more than name line. Ordinarily where both lines are about same length or the italic line is the shorter, place the italic line so that its center will be at the end of the name line. When address does not make but half a line, and does not touch on date or signature, to be one line.]

Brig. Gen. G. L. GILLESPIE, U. S. Army,
Chief of Engineers.

Brig. Gen. G. L. GILLESPIE,
Chief of Engineers, U. S. Army.

□The CHIEF OF ENGINEERS
□□□(Through the Division Engineer).

Brig. Gen. THOMAS L. CASEY,
□□*Chief of Engineers, U. S. Army, Washington, D. C.*

To SMITH & JONES, and
BROWN & GREEN,
Attorneys for Claimant.

□The honorable the SECRETARY OF WAR.

□MY DEAR SIR:

□Mr. REED:

[Where a caption makes more than a half line, to be two lines:]

STATE OF NEW YORK,
County of New York, ss:

[Note punctuation in these forms:]

Hon. ALEXANDER MCDOWELL,
House of Representatives.

□DEAR MR. CLERK: I have the honor, etc.

Lieut. (Junior Grade) JOHN SMITH,
Navy Department:
□The care shown by you, etc.

CAPITALIZATION.

[See also Follow—Fol. lit.—Fol. type and style, p. 32.]

Capitalize the titles of departments, bureaus, etc., only when name is given.

Capitalize all titles immediately preceding names of persons, but lower-case when following, except as noted.

ACADEMY. Capitalize Military Academy, Naval Academy, the Military and Naval academies, the academy. National Academy of Sciences, the academy.

ACTING. Capitalize when immediately preceding any title that is capitalized.

ADDRESSES, ETC. Capitalize the principal words in addresses, signatures, and date lines. (See also Addresses, pp. 16–17.)

ADJECTIVES AND VERBS ending with "ed," "ify," "ing," "ize," etc., such as anglicized, frenchified, romanized, gallicized, etc., lower case when derived from proper names.

ADMINISTRATION. Lower-case in all instances; as the administration of President Lincoln, the administrations of Washington and Jefferson, Grant's administration, the administration.

AGENCY. Capitalize when preceded by name and referring to an Indian agency, singular form only.

APPENDIX. Capitalize Appendix A, Appendix 1, the appendix.

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ARMY.
Capitalize the United States Army, the Regular Army, the Volunteer Army, the Regular and Volunteer armies, the Regulars, the Volunteers.
Lower-case standing alone and also when used as an adjective; the army, an army officer, etc.
Capitalize its organizations, as Engineer Corps, Nurse Corps, Pay Corps, etc.
Lower-case its subdivisions, as the infantry, the cavalry, etc. (adjective form, signal corps man, hospital corps man).
Lower-case organizations bearing names of persons: Robinson's brigade, Wheat's regiment, etc.
Capitalize the names of foreign military organizations.
Lower-case ten companies of coast artillery (or batteries, field artillery), but capitalize Third Battery of Field Artillery, Tenth Company of Coast Artillery.

ASSISTANT. Capitalize when immediately preceding any title that is capitalized.

AUDITOR. Capitalize Auditor for the State and other departments, etc., only when title is given.

BOARD.
Meaning a United States Government board, to be capitalized only when name is given or when used with any recognized title. Lower-case state and other boards.
Board of Trade of Boston, the New York Board of Trade, the Taft Board, the board.

BOROUGH. Capitalize when referring to the boroughs of Greater New York, singular form only, as Manhattan Borough, Borough of the Bronx, the borough.

BUILDING. See Capitalized titles, etc., page 26.

BUREAU. Capitalize bureaus of the United States Government only when name is given; the bureau, the bureau officers, etc.; lower-case state and other bureaus.

CABINET. Capitalize when used in connection with the Cabinet of a President of the United States, singular form only; the Cabinet, Cabinet officers, the cabinets of Lincoln and Grant.

CHAIRMAN. Capitalize Chairman of the Committee of the Whole (House of Representatives) in all instances, with the name or standing alone. Lower-case in all other cases, except when addressed as Mr. Chairman.

CHANNEL. Capitalize when name is given, as the English Channel, the Nicholas Channel (singular form only).

CHIEF. Capitalize when used with the name of a government bureau, etc., as Chief of the Bureau of Insular Affairs (or Chief of the Insular Bureau), Chief of Artillery, etc., but lower-case when standing alone.

CHURCH. Capitalize when name is given, referring to a building, congregation, or sect.

CITY. Capitalize only when part of the corporate name, except City of Mexico, New York City, and Washington City.

COLLEGE DEGREES. Lower-case when spelled out and standing alone, as the degree of doctor of laws, the degree of master of arts, etc.

COMMISSION. Capitalize commissions created by Congress only when name is given. Lower-case state and other commissions.

COMMISSIONER. Capitalize only when title is given.

COMMITTEE. Capitalize all standing and select committees of the Senate and House of Representatives. Committee of the Whole House on the state of the Union.

COMMONWEALTH. Capitalize when used as a synonym of State.

CONGRESS.
Capitalize Congress when meaning that of the United States or any independent foreign power. Lower-case congressional.
Capitalize only with full name in such cases as Pan-American Congress, the congress. (See also Foreign governments, p. 20.)

CONTINENT. Capitalize when standing alone and referring to continental Europe, as the Continent; otherwise singular form only, when preceded by name.

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CONVENTION. Capitalize the Constitutional Convention (United States, of 1787), the Third Annual Convention of American Florists, the convention; the Republican national convention.

CORPS. Capitalize when meaning the Marine Corps, or any corps of the army or navy; the corps. Lower-case as an adjective.

COURT. Capitalize federal and state courts in court work only. (See also Court style, pp. 43, 44; Court, p. 27.)

COURT HOUSE. Used as a geographic name, omit the hyphen, as Washington Court House, Ohio.

CROWN. Capitalize when referring definitely to the ruler of an independent government, but lower-case when used as an adjective, as the crown lands. (See also Foreign governments, p. 20.)

DAM. Capitalize Dam 1, Dams 1 and 2, Dam No. 1, Dams Nos. 1 and 2.

DEITY. Capitalize all words denoting, as All-Wise; also all pronouns except those commencing with the letter "w," as who, whom, or whose.

DEPARTMENT.
Capitalize when referring to the executive departments, United States Government, when name is given; lower-case standing alone and when plural, as the department, the departments, the War and Navy departments; also lower-case as an adjective, as a department clerk, a departmental position.
Lower-case when referring to one of the three coordinate branches of the Government, as the Government is composed of the legislative, executive, and judicial departments.
Capitalize when referring to a government bureau, as the Land Department, but lower-case standing alone and when plural, as the Land and Indian departments, the departments, the department.

DEPUTY. Capitalize when immediately preceding any title that is capitalized.

DIRECTOR. Capitalize only when title is given.

DISTRICT.
Capitalize when referring to the District of Columbia; also any synonymous term, as Federal District.
Capitalize when used with qualifying word that is capitalized, as Fifth Congressional District.
Certain Central and South American countries have districts similar to the above, which are to be capitalized only when full name is given.
(See also Numbers used as names, p. 23.)

DIVISION.
Referring to divisions of the executive departments, capitalize only when title is given, as Division of Accounts and Disbursements, Division of Publications, the division.
Lower-case when referring to grand divisions of the United States, comprising the North Atlantic division, South Atlantic division, North Central division, South Central division, and Western division; also any prefixed term, as east North Atlantic division.

EXCELLENCY.
Capitalize when referring to the ruler of an independent government, as His Excellency or Your Excellency. In other cases, only when used with name or title that is capitalized.

EXECUTIVE. Capitalize only when a noun and meaning the President of the United States; lower-case when used as an adjective.

EXHIBIT. Capitalize Exhibit A, Exhibit 1.

FIRMS, CORPORATIONS, ETC.
Smith & Co. (Incorporated); Jones & Co. (Limited); Lincoln Brothers & Johnson (Corporation).
Capitalize Chamber of Commerce of New York, the New York Chamber of Commerce; lower-case the chamber of commerce; treat "board of trade" in the same manner.

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FLAG. Capitalize synonyms of the United States flag, as the Stars and Stripes, Star-Spangled Banner, Old Glory, etc.

FOREIGN GOVERNMENTS.

Capitalize, singular or plural, with the name or standing alone, the title of any ruler, the name of any legislative body and its constituent branches, and the name of domain and its administrative subdivisions when referring definitely to any one of the titles or names given in the following table, but lower-case in any form used as an adjective.

Table of foreign independent governments of the world.

[Compiled from Statesman's Year-Book, 1908.]

Country.	Title of ruler.	Legislative body and branches.	Domain and administrative subdivisions.
Abyssinia	King		Empire: Kingdom.
Afghanistan	Ameer		Kingdom: Province.
Argentina	President	National Congress: Senate, House of Deputies.	Republic: Province Territory.
Austria-Hungary			Empire and Kingdom.
Austria	Emperor	Parliament (Reichsrath): Upper House (Herrenhaus), Lower House (Abgeordnetenhaus).	Province.
Hungary	King	Parliament (Országgyülés): Upper House (Förendiház), Lower House (Képviselöház).	Do.
Belgium	do	Senate, Chamber of Representatives.	Kingdom: Province.
Bhutan	Deb Rajah, Dharm Rajah (2).		State.
Bolivia	President	Congress: Senate, Chamber of Deputies.	Republic: Department, Territory.
Brazil	do	National Congress: Senate, Chamber of Deputies.	Republic: State.
Chile	do	do	Republic: Province, Territory.
China	Emperor		Empire: Province.
Colombia	President	Congress: Senate, House of Representatives.	Republic: Department.
Costa Rica	do	Congress: Chamber of Representatives.	Republic: Province.
Cuba	do	Congress: Senate, House of Representatives.	Do.
Denmark	King	Rigsdag (or Diet): Landsthing, Folkething.	Kingdom: County (Amt).
Ecuador	President	National Congress: Senate, Chamber of Deputies.	Republic: Province.
France	do	National Assembly or Congress; Senate, Chamber of Deputies.	Republic: Department.
German Empire	Emperor	Bundesrat, Reichstag	Empire: State, Kingdom, Grand Duchy, Duchy, and Principality.
Greece	King	Legislative Assembly (Bulé)	Kingdom: Nomarchy (Province).
Guatemala	President	National Assembly	Republic: Department.
Haiti	do	Senate, Chamber of Communes	Do.
Honduras	do	Congress of Deputies	Do.
Italy	King	Parliament: Senate, Chamber of Deputies.	Kingdom: Province.
Japan	Emperor (Mikado).	Imperial Diet: House of Peers, House of Representatives.	Empire: Prefecture (Fu and Ken).
Korea	Emperor		Kingdom: Province.
Liberia	President	Parliament: Senate, House of Representatives.	Republic: County.
Mexico	do	Congress: Senate, House of Representatives.	Republic: State, Territory.
Monaco	Prince		Principality.
Montenegro	do	National Assembly or Skupshtina	Do.
Morocco	Sultan		Sultanate: Province.
Nepal	King		Kingdom.
Netherlands	Queen	States-General: First Chamber, Second Chamber.	Kingdom: Province.
Nicaragua	President	Congress	Republic: Department.
Norway	King	Storting: Lagting, Odelsting	Kingdom: Amt (County).
Oman	Sultan		Sultanate.
Panama	President	Chamber of Deputies	Republic: Province.
Paraguay	do	Congress: Senate, House of Deputies.	Republic: Department.

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Table of foreign independent governments of the world—Continued.

Country.	Title of ruler.	Legislative body and branches.	Domain and administrative subdivisions.
Persia	Shah	National Council	Kingdom: Province.
Peru	President	Congress: Senate, House of Representatives.	Republic: Department.
Portugal	King	Cortes Geraes: House of Peers, House of Commons.	Kingdom: Province.
Roumania	do	Senate, Chamber of Deputies	Kingdom: Department.
Russia	Emperor	Council of the Empire, Douma	Empire: Government.
Salvador	President	Congress of Deputies	Republic: Department.
Santo Domingo	do	National Congress	Republic: Province.
Servia	King	National Assembly (Narodna-Skupshtina).	Kingdom: Department.
Siam	do		Kingdom: Province.
Spain	do	Cortes: Senate, Congress of Deputies.	Do.
Sweden	do	Parliament (or Diet): First Chamber, Second Chamber.	Kingdom: Government (Län).
Switzerland	President	Parliament: State Council (Ständerath), National Council (Nationalrath).	Republic: Canton.
Turkey	Sultan		Empire: Vilayet.
United Kingdom of Great Britain and Ireland.	King	Parliament: House of Lords, House of Commons.	Empire: County, Borough, University.
Australia	Governor-General.	Federal Parliament: Senate, House of Representatives.	Commonwealth: State.
Canada	do	Parliament: Senate, House of Commons.	Dominion: Province.
Uruguay	President	Parliament: Senate, Chamber of Representatives.	Republic: Department.
Venezuela	do	Congress: Senate, Chamber of Deputies.	Republic: State, Territory.

FORM. Capitalize Form A, Form 1.

GEOGRAPHIC NAMES.

Capitalize the following terms, singular form only, when immediately following name; also the words "Hills," "Islands," and "Mountains" when immediately following the name of a group:

Aqueduct.	Crater.	Gulch.	Mountain.	Range (mountain)
Archipelago.	Creek.	Harbor.	Narrows.	Ridge.
Butte.	Dome.	Head.	Nation (Ind. T.).	River.
Branch (stream).	Draw (stream).	Hill.	Ocean.	Run (stream).
Canal.	Fork (stream).	Hollow.	Parish (La.).	Shoal (s).
Canyon.	Gap.	Island.	Park.	Spring (s).
County.	Glacier.	Mesa.	Plateau.	Tunnel.

Capitalize the following, singular form, either before or after and when a part of the name, also plural form when before name:

Bay.	Dalles.	Isle.	Pass.	Sea.
Bayou.	Desert.	Lake.	Peak.	Strait.
Camp (military).	Falls.	Mount.	Point.	Valley.
Cape.	Fort.	Oasis.	Port.	Volcano.

EXAMPLES: Chesapeake Bay; Bay of Fundy; Massachusetts and Delaware bays; Bays of Fundy and Biscay; Delaware River and Bay. Use lower-case for such an expression as "the valleys of Virginia and Maryland" (or a like one used in this manner involving any other word in this list), as there is no valley known as the "Valley of Virginia" or the "Valley of Maryland."

Treat the following terms the same as those in the preceding list, but capitalize when standing alone and used as a synonym for the name in parentheses, also when used as adjectives:

Canal Zone (Panama).	Gulf (of Mexico).	Sound (Long Island; Puget).
Delta (of the Mississippi River).	Isthmus (of Panama).	Peninsula (Spain).
Falls (Niagara).	Lakes (Great Lakes).	

GEOLOGICAL AGES, ETC.

The orthography, capitalization, and use of quotations in the terms listed below will be followed in general work. It should be noted, however, that "Coal Measures" is a subdivision of the Carboniferous system; "Calciferous" and "Magnesian" are lithologic subdivisions of the Cambrian and Ordovician, respectively; and "Red Beds" is used for Permo-Triassic rocks of the West; and that these terms, if used in a common-noun sense, are not capitalized or quoted. The adjectives upper, middle, and lower, when used with Cambrian, Ordovician

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(except Lower Ordovician), Carboniferous, or Tertiary, are not to be capitalized unless the term is quoted (upper Cambrian; "Upper Cambrian"). Follow copy as to any of the preceding terms.

Acadian.
Algonkian.
Archean.
"Califerous."
calciferous.
Cambrian:
  lower.
  middle.
  pre-Cambrian.
  upper.
Carboniferous:
  lower.
  upper.
Cenozoic.
Cincinnatian.
"Coal Measures."
coal measures.
"Corniferous."
Cretaceous:
  Lower.
  Upper.
Devonian:
  Lower.
  Middle.
  Upper.
Eocene:
  lower.
  middle.
  upper.
Georgian.
glacial:
  interglacial.
  postglacial.
  preglacial.
Jurassic:
  Lower.
  Middle.
  Upper.
"Juratrias."
"Lignitic."
lignitic.
"Magnesian."
magnesian.
Mesozoic.
Miocene:
  lower.
  middle.
  upper.
Mohawkian.
Neocene.
Oligocene:
  lower.
  middle.
  upper.
Ordovician:
  Lower.
  middle.
  upper.
Paleozoic.
Permian.
"Permo-Carboniferous."
Pleistocene.
Pliocene:
  post-Pliocene.
  pre-Pliocene.
Primary.
Proterozoic.
Quaternary.
Recent.
"Red Beds."
red beds.
Saratogan.
Silurian.
Tertiary.
Triassic:
  Lower.
  Middle.
  Upper.

GOVERNMENT.

Capitalize only when used as a noun and referring to the United States Government or definitely to a foreign government, singular or plural, as the Government of the United States, the Japanese Government, etc., the Governments of the United States and England, the two Governments, the Government; but when used as an adjective or referring to a dependency, lower-case, as government control, government ownership, government employee, the Canadian government, etc.; also in the abstract sense, as this Government is a government; referring to a State of the United States, the state government.

HEADINGS. Display and center headings to be all capitals unless otherwise indicated.

HEMISPHERE. See World, Sections of, page 25.

HISTORICAL PERIODS. Capitalize the Reformation, the Restoration (English), the Renaissance, the Revolution (American, of 1776; French, of 1789; English, of 1687), Revolution of July (French); but lower-case feudal ages, middle ages, golden age, etc.

HOLIDAYS, ETC. Capitalize Decoration Day or Memorial Day, Washington's Birthday, Good Friday, Easter Sunday, Labor Day, etc.; a noted day, as Black Friday, etc.; but blue Monday.

HOSPITAL. Capitalize only when part of the name of an institution, as Providence Hospital, the hospital; but Fifth Regiment hospital.

INDIANS. Capitalize such distinguishing terms as Absentee, Eastern, etc., as Absentee Shawnee, Eastern (or Lower) band of Cherokee, Joseph's band, etc.; the Five Civilized Tribes; but Seneca tribe, the Creek Nation, Creek and Cherokee nations, the Six Nations.

LEGISLATIVE BODIES. Capitalize the names of the principal legislative body and branches of an independent government. Lower-case those of States and Territories. (See also Foreign governments, p. 20.)

LOCK. Capitalize only in such expressions as Lock 2, Locks 1 and 2, Lock No. 1, Locks Nos. 1 and 2.

LOWER. Capitalize when part of a name, as Lower California (Mexico), Lower Egypt, Lower (or Upper) Peninsula of Michigan; but lower-case lower (or upper) peninsula unaccompanied by name; lower Mississippi, etc.

MEMBER OF CONGRESS. Capitalize when referring to a Representative in the Congress of the United States; also Senator and Member, Member and Delegate.

MILITIA. Capitalize when occurring in connection with the name of any State, either before or following, as the Illinois Militia, the Militia of Ohio. Lower-case when appearing alone, as the militia.

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MINT. Capitalize the Bureau of the Mint; lower-case the mint, the Philadelphia mint, etc.

NATION. When referring to a geographic subdivision of the Indian Territory, capitalize, singular form only, when immediately preceded by name, as Creek Nation, etc.; otherwise lower-case. (See Indians, p. 22.)

NATIONAL. Capitalize when preceding any word that is capitalized; otherwise lower-case, as the national capital.

NATIONAL GUARD. Capitalize when occurring in connection with the name of any State, either before or following, as the New York National Guard, the National Guard of Ohio. Lower-case when appearing alone, as the national guard.

NAVAL. Capitalize when used with proper name, as New York Naval Reserve, Newport Naval Training Station, etc.; otherwise lower-case.

NAVY.

Capitalize the United States Navy; lower-case standing alone and also when used as an adjective; the navy, a navy officer, etc.

Capitalize its organizations, as Engineer Corps, etc.

NUMBERS USED AS NAMES. Capitalize when the word following the number is capitalized, as First Regiment, Second Congressional District, Twelfth Census; otherwise lower-case (except name of a street), as One hundred and tenth street, second district, fifth ward, tenth precinct, but Document Numbered One hundred and twenty.

OBSERVATORY. Capitalize United States Naval Observatory, the Astrophysical Observatory; standing alone, the observatory.

OCCIDENT. See World, Sections of, page 25.

OFFICE. When this term is part of the name of a bureau, capitalize; otherwise lower-case, as when "office" is used as a synonym for bureau. (See Capitalized titles, p. 28.)

POLE. See World, Sections of, page 25.

POLITICAL PARTIES, ETC. Capitalize the Republican party, the People's party, the Prohibition party; a Democrat, a Prohibitionist; Boxers (in China); a Boxer.

PRESIDENT. Capitalize; also any synonymous term when meaning the President of the United States, as Chief Magistrate, Commander in Chief, Executive, His Excellency, etc. Lower-case presidential.

PROVINCE. Capitalize province (of the Philippines, etc.) when immediately following name, as Manila Province; also when synonym of State.

PROVING GROUND. Lower-case, as Sandy Hook proving ground.

QUOTATIONS.

Capitalize the first word of direct and indirect quotations: (1) Terrence said, "In fine, nothing is said now that has not been said before;" (2) The question is, Shall the bill pass?

Quote and capitalize the principal words of a title when introduced thus: A book entitled "The House of Seven Gables."

Place all points (and 3 stars when used at end of quoted matter) inside the quotation marks: John B. * * *."

Lines which rhyme should have the same indention.

Range lines on left in poetry, allowing quotation marks to clear.

RANGE. Capitalize when part of the name of a mountain chain, singular form only, as the Coast Range; lower-case in descriptions of land, as range 14 west, etc.

REPUBLIC. Capitalize only when definite, singular or plural, as the Republics of Argentina and Brazil; but two of the South American republics.

RESERVATION, RESERVE. Capitalize when immediately following the name of a forest, military, or Indian reservation or reserve, singular form only, but lower-case Fort Leavenworth hay reservation, etc.

REVOLUTIONARY. Capitalize when referring to the Revolution of 1776, as a Revolutionary soldier, the Revolutionary war.

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ROMAN NUMERALS, ETC.
Capitalize the terms used with Roman numerals as titles, as Chapter XV, Section II, Plate VI, etc.
When not a title, or other than Roman numerals are used, lower-case, as abstract B, section A (of a land plat, etc.), station B (in surveying, etc.), class 1, volume 1, chapter 1, etc.

SCHOOL. Capitalize any service school of the United States Army or Navy; also when part of a proper term, singular form only.

SCIENTIFIC NAMES. Capitalize the names of genera, families, orders, etc., as the seventeen-year locust or periodical cicada [the insect], *Cicada septendecim* [the first the name of the genus, the second the name of the species], belongs to the family Cicadidæ. Always lower-case the name of the species, unless otherwise instructed or marked in copy.

SECRETARY. Capitalize when referring to the head of an executive department, as the Secretary of War, etc., the Secretary.

SERVICE. Referring to a government service capitalize only when name is given; lower-case when standing alone. (See Capitalized titles, etc., p. 28.)

SOCIETIES, UNIONS, ETC. Capitalize when immediately associated with name, as Boston Medical Society, Society of the Tennessee.

SOLDIERS' HOME. Capitalize when name is given, as Soldiers' Home (in the District of Columbia only), the National Home for Disabled Volunteer Soldiers, Central Branch, Eastern Home, Iowa Soldiers' Home, Soldiers' Home of Ohio, etc.; lower-case home and branch standing alone.

STATE.
Capitalize when referring to any one of the States of the United States, and also to a subdivision of any foreign country having the title of "State," either singular or plural form, when occurring as a noun, but lower-case when used as an adjective, as state election, state control. (See Foreign governments, etc., p. 20.)
Also capitalize the terms added to groups of States, as North Atlantic, South Atlantic, Middle Atlantic, Gulf, Middle, Central, Western, Northwestern, and Southwestern; but lower-case a term prefixed to any of the foregoing, as eastern Gulf States, eastern North Atlantic States, etc.
Lower-case in such expressions as affairs of state, church and state, secretary of state of Indiana; also the words statehood, statehouse.
Lower-case sections of States, as east Illinois, western Kansas, east Tennessee, etc.

STATION. Capitalize when immediately following the name of a military or naval station of the United States; also Station A or South Side Station, Substation No. 24, Broad Street Station, Union Depot, Union Station, etc.

STREETS, ETC.
Lower-case all such terms as alley, avenue, circle, court, lane, place, road, street, and square, except when part of a name, as Park Street Church, etc.
When referring to Washington, D. C., use the forms (except in tabular matter): First street NW., Four-and-a-half street SW., R street north, M street south, etc.

SUPERINTENDENT. Capitalize when title is given of the head of a government bureau or service.

SURVEY. Capitalize when referring to an organized survey of the Government, as Geological Survey, or when part of a proper name. Lower-case standing alone.

TABLE. Capitalize Table A, Table 1.

TERRITORY. Capitalize when referring to any organized Territory of the United States, singular or plural. Lower-case territorial. (See also Foreign governments, p. 20.)

THE. Capitalize when a part of a name, as The Hague, The Dalles (Oreg.), The Weirs (N. H.), etc., and certain geographic formations, as The Buttes (in Sutter County, Cal.), etc.; but the Netherlands.

TIME. Lower-case eastern, central, mountain, seventy-fifth meridian, standard, etc.

TITLES OF BOOKS, HISTORICAL DOCUMENTS, ETC.
Capitalize the principal words in a title, as The Chasm of the Colorado, painted by Thomas Moran; Twelfth Night, a play written by William Shakespeare.

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Capitalize the first word and proper nouns only of titles of articles in books, magazines, and newspapers when referred to in text, and quote: "A story of life in Chicago during the Mexican war."

Capitalize historical documents, as Constitution (United States), Articles of Confederation (United States), Bill of Rights, Magna Charta.

Capitalize short titles, as Bancroft's History, Brown's Grammar.

Capitalize government documents, reports, etc., as Document No. 2, Report No. 8, but lower-case document and report standing alone; Articles of War, the sixty-second article of war; Book of Estimates, the estimates; Revised Statutes, Statutes at Large, referring to the laws of the United States and also those of any State; the New York Code; Supplement to the Revised Statutes; Journal (House or Senate); calendar when with the name of one of the House or Senate calendars, as Union Calendar, etc.; Coast Pilot; Nautical Almanac.

Capitalize Bible; the Scriptures; but Gospel only when referring to one of the four memoirs of Jesus Christ contained in the New Testament.

TITLES OF COURTESY.

The prepositions "d'," "da," "de," "della," "di," "l'," "van," "von," etc., in names from foreign languages, when preceded by a forename, a title of nobility, a professional title, or one of courtesy, should be lower-cased; as Charles de Blé, Cardinal da Ponte, Marquis de Lafayette, Mr. de Thou, M. d'Orbigny, Señor da Ysnaga, General della Santa Maria, Doctor d'Ouvillier, Captain di Cesnola, Admiral van Tromp, Count von Moltke, etc.

Names from foreign languages, preceded by a preposition without a forename, a title of nobility, a professional title, or one of courtesy, such as "van" in Dutch, "von" in German, "de" or "d'" in French, or "da," "della," or "di" in Italian, should be capitalized; as Van Tromp, Von Humboldt, De Thou, D'Orsay, Da Ponte, Della Crusca, Di Cesnola.

Capitalize titles used as synonyms of proper names: You will go, Major, to New York; I am anxious about our friend, the Captain; I am, General, yours, etc.

TOWNSHIP. Capitalize immediately following name, singular form only; lower-case preceding a number, as township 14 north, etc.

TRADE-MARKS. Capitalize any word used to distinguish a particular article, as Eagle pencil, Stickwell paste, etc. When the name is a common word, lower-case and quote, as "force," etc.; when a coined word, lower-case, as sapolio, savogran, etc.

TREASURY. Referring to the United States Treasury, capitalize the Independent Treasury, the National Treasury, the Public Treasury, the Treasury; but lower-case subtreasury, as the New York subtreasury.

UNION. Capitalize when a synonym of United States, adjective or noun; also when part of a name of a society, etc.

UNITED STATES, SECTIONS OF.

Capitalize the terms East, West, North, South, Middle West, Central West, Northwest, Southwest, etc.

Lower-case when used adjectively, as southern planters, southwestern stock-growers, eastern manufacturers, western farmers, etc.

Capitalize the following: Bad Lands (in South Dakota and Nebraska), Cherokee Strip, Cherokee Outlet, Continental Divide, Great American Desert, Great Lakes, the Lakes (referring to the Great Lakes), the Plains, Public Land Strip, Staked Plain, Eastern Shore (of Maryland).

UPPER. Lower-case when not part of the name of a country, river, etc. (See Lower, p. 22.)

WAR. Capitalize the names of wars, as the Seven Years' war, the Hundred Years' war, etc.; referring to the wars of the United States, war of the Revolution, the Revolutionary war, the civil war, the war of 1812.

WARD. Lower-case when referring to a municipal subdivision, as the fourth ward, the third and fourth wards, ward 1, wards 1 and 2.

WORLD, SECTIONS OF. Capitalize the terms "Circle" (except great circle), "Hemisphere," and "Pole" when preceded by name; also the Antarctics (but antarctic fauna, etc.), the Arctics (arctic cold, etc.), the Occident, the Orient.

ZONE. Canal Zone, Free Zone, Frigid Zone, Temperate Zone, etc., but lower-case the word zone when standing alone.

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CAPITALIZED TITLES, ETC.

The following list will serve as a guide to capitalization, but should not be accepted as complete. Copy editors should indicate deviations:

Absentee Shawnee.
Act—Bowman, etc., but Tucker and Bowman acts.
Acting Secretary of State, etc.
Actuary of the Treasury.
administration (national or otherwise).
Admiral (of the Navy).
Admiralty (British).
Agency, Chippewa, etc.
Agriculture, Department of:
- Agrostologist.
- Biologist.
- Botanist.
- Chemist.
- Editor.
- Entomologist.
- Forester.
- Librarian.
- Pathologist and Physiologist.
- Pomologist.
- Secretary (Assistant, Acting).
- Soil Physicist.

amendments to the Constitution, as fourteenth amendment.
American Federation of Labor.
American National Red Cross.
antarctic ice.
Aqueduct, Washington, etc.
Aqueduct Bridge.
Archipelago, Philippine, etc.
arctic seas.
Architect (of the Treasury; of the Capitol; but the architect).
Armory, Springfield, etc.
Army:
- army (adjective or standing alone).
- A and B companies, Companies A and B.
- Chief of Artillery (the chief).
- Chief of Engineers (the chief).
- Chief of Ordnance (the chief).
- Chief of Staff (the chief).
- Chief Signal Officer (the chief).
- Commissary-General.
- Department of the East (the department).
- First Brigade (the brigade) (hospital).
- General Commanding the.
- General of the.
- General Staff Corps.
- Headquarters of the (headquarters First Regiment).
- Inspector-General.
- Judge-Advocate-General.
- Lieutenant-General.
- Major-General Commanding the.
- Quartermaster-General.
- Regulations (army regulation 56).
- service.
- Second and Third regiments.
- Surgeon-General.
- The Adjutant-General (formerly The Military Secretary).

Army Gun Factory.
Army Medical Museum.
Army War College.
Arsenal, Rock Island, etc.
Articles of War.
article of war, sixty-second.
Artillery School, United States.
Asiatic Station.
assembly, New York.
Associated Press.
Atlantic slope, coast, and seaboard.
Attorney-General.
Auditor for the War Department (the auditor).

band, Eastern, etc., of Cherokees.
Bank, First National, etc.
belleek ware.
Bethlehem Iron Works.
Bible or Scriptures.
bill, Tillman.
Bishop of India, Duke of Argyle, Count of Flanders, Prince of Wales, etc.
Black Friday.
Black Hand (organization).
blue Monday.
B'nai B'rith.
Board:
- board (standing alone).
- General (of Engineers).
- Naval Examining.
- Naval Retiring.
- of Charities (District of Columbia).
- of Engineers.
- of General Appraisers.
- of Managers of the Soldiers' Home.
- of Ordnance and Fortification.
- of Visitors (Annapolis and West Point).
- of Trade of Philadelphia, etc.
- of Underwriters (New York).
- Taft, etc.
- the Light-House.
- United States Geographic.

Book of Estimates.
Borough:
- Brooklyn.
- of the Bronx.
- Manhattan.
- Richmond.
- Queens.

Boxer movement.
Bridge (Cabin John Bridge, M Street Bridge, but Pennsylvania Railroad bridge).
Brigadier-General Commandant (Marine Corps)
Brussels carpet.
Building, Winder, etc.; Treasury building.
buildings, Winder and Logan.
Business Men's League.

Cabinet, the.
Calendar, Private, etc.
calendar, the.
Calendar of Bills and Resolutions.
Canadian or Russian thistle.
Canal Zone:
- Bohio dam.
- Culebra cut.
- Isthmian.
- New Panama Canal Company.
- old Panama Canal Company.
- zone.

Capitol, the, and its parts (Chamber, Dome, Hall, Rotunda, Statuary Hall, Terrace); Capitol grounds, Capitol police.
Carnegie Steel Works, etc.
Cavalry or Infantry School (United States).
Cemetery (Arlington National Cemetery, but national cemetery at Arlington).
Census Bulletin No. 420.
Census, Tenth, Eleventh, etc.
central Asia.
century, as twentieth century.
Chaplain (Senate or House).
Charles II of England; Charles the Second.
Cherokee Strip or Outlet.
Chief Clerk (Senate or House).
Chief Intelligence Officer (Navy).
Chief Justice (United States Supreme Court).
Chief Magistrate.
Chief of the Bureau of, etc.
Chief of the Record and Pension Division.
china ware.
Chinese Six Companies.
Christendom.
Christian.
Christianity.
Christianize.
Church (when name is given, referring to building, congregation, or sect).
cis-Atlantic, etc.
City of Mexico.
Clerk (House of Representatives).
Coast Range of mountains.
Code, the Mississippi, etc.
College, Columbia, etc.
Columbia Institution for the Deaf and Dumb.

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Commission:
commission (standing alone).
Alaskan Boundary Delimitation.
California Débris.
Chickamauga and Chattanooga National Military Park.
Civil Service.
District.
Electoral.
Gettysburg National Military Park.
International Lake Levels.
International, of Archæology and Ethnology.
International Prison.
Interstate Commerce.
Isthmian Canal.
Merchant Marine.
Mississippi River.
Reciprocity.
Shiloh National Military Park.
Spanish Treaty Claims.
to Revise the Laws of the United States.
to the Five Civilized Tribes.
to the Philippine Islands.
United States and Mexican Water Boundary.
Vicksburg National Military Park.
Commissioner of Corporations.
Commissioner-General of Immigration.
Commissioner of Patents, etc.
Commissioners of the District of Columbia.
Comptroller:
of the Currency.
of the Treasury.
Confederate States.
Congressman.
Columbia Typographical Union.
Congress, First and Second, etc.
congressional.
Congressional Directory.
Congressional Library.
Constitution (United States).
Continent, the (Europe).
continental.
Continental Army.
Continental Congress.
Continental Divide.
Corps:
Artillery.
of Engineers.
of Judge-Advocates.
Marine.
Medical.
Pay.
Signal.
council, Choctaw.
County, Christian, etc.
Court (see also Court style, pp. 43, 44).
circuit court of the United States for the southern district of New York.
court of appeals.
of Claims.
of Commissioners of Alabama Claims.
of Private Land Claims.
southern district.
Supreme Bench.
Supreme Court.
supreme court of the District of Columbia.
Court of St. James.
Creek Nation.

Dalles, The.
Damascus steel.
Dam No. 4.
Day, Thanksgiving, Independence, Memorial, etc.
Delegate (in Congress).
Delta, Mississippi, etc.
Department of Justice.
Director of the Geological Survey, Census, etc.
district:
first assembly.
third light-house.
District, First Congressional.
District of Columbia:
Anacostia flats.
Avenue (the) referring to Pennsylvania avenue.
Botanic Garden.
Jail.
Library (of Congress).
Mall.
District of Columbia—Continued.
Monument (Washington).
Monument grounds.
Monument lot.
Museum (National).
Metropolitan police.
Potomac flats.
Public Library.
White Lot.
Dominion of Canada.
Doorkeeper (House).
Du Pont Powder Works.

east African.
East Coast (Africa).
east Tennessee.
East Tennessee Bridge Burners.
East, the (United States).
East Washington Citizens' Association.
Eastern Continent.
Eastern Hemisphere.
Eastern Shore (of Maryland).
Edward Earl of Dorset.
Edward VII, or Edward the Seventh.
Electoral Commission.
Engine No. 6.
Engineer Corps.
Engineer Department.
Engineer in Chief (Navy).
Evangelical Alliance.
executive departments.
Executive Document No. 95.
executive order.
Executive Order No. 34.

Far East.
Fleet, Pacific, etc. (naval).
Forty-niner, an old.
Freedman's Savings Bank.
friar lands.

General Assembly (Presbyterian Church).
Gentile.
German silver.
Gold Coast (Africa).
gospel (but Gospel, referring to first four books of the New Testament).
Gothic architecture.
gothic (style of type).
Government:
British, etc.
Federal.
General.
Imperial.
National.
Royal.
government, seat of.
Government Hospital for the Insane.
governor.
Governor-General (of Canada).
Grand Army of the Republic.
Grand Army post (but Post No. 63, etc.).
Great Lakes (the Lakes).
Gulf, the (of Mexico).
Gulf coast.

haikwan tael.
Hague, The.
Harbor, Boston, etc.
harveyized plates.
headquarters, Washington's, etc.
Heaven (Deity), heaven (place).
Her Majesty, His Majesty.
High School, Central, etc.
Highway Bridge (Washington, D. C.).
Hill No. 1.
Hills Nos. 1 and 2.
His Excellency the Duke of Athol.
his excellency the governor.
Hospital, Providence, etc.
House, Ebbitt, etc. (meaning a hotel).
House Calendar.
House Office Building.
Hydrographer.

Independent Catholic Church (Philippines).
International Bureau of the American Republics.
imperial edict.
india ink.
india rubber.
Indian corn.
Irish potatoes.

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island of Cuba.
Isthmus (Panama).

Jersey cattle.
jersey cloth or jacket.
Jim Crow (noun or adjective).
Judge-Advocate-General (army or navy).
Journal clerk.
Journal of the House (or Senate).

Krag-Jörgensen.
Kuklux Klan (organization).
Kwong Sui, sixth year, ninth moon.

Lake Michigan.
Lakes Erie and Huron.
legislature (Ohio; New York assembly, etc.).
Letters Patent No. 5.
Levant, the.
levantine silk.
London purple.
lyonnaise (adjective).
Librarian of Congress.
Library of Congress.
Light-House Board, Service, and Establishment.
light, light-house, light-vessel, Highland light.
Lima beans.
Line, Cunard, etc. (steamship).
lower House of Congress.

manila (product).
Merino sheep.
merino wool or cloth.
Mikado.
Military Academy (United States) (the academy).
Militia:
  First Regiment Ohio.
  Indiana.
  Naval, of the United States.
  Naval, Pennsylvania.
  New York Naval Reserve.
Mississippi Delta, etc.
Mississippi River Valley.
morocco leather.

National Bank Redemption Agency.
National Board of Health.
National Home for Disabled Volunteer Soldiers.
National Legislature.
National Medical Museum.
National Park, Yellowstone, etc.
National Treasury.
Naval Academy (the academy).
Naval Asylum.
Naval Gun Factory.
Naval Militia (the entire body).
Naval Observatory.
naval station, Key West, Fla.; Newport (R. I.) Naval Training Station, etc.
Naval Reserves (New York, etc.).
Naval War College.
Netherlands, the.
New World.
New York City, city of New York.
Night Riders (organization).
North Atlantic Squadron.
North Pole.
North, the.

Office:
  office (standing alone).
  Building (House or Senate).
  General Land.
  Government Printing.
  Hydrographic.
  Nautical Almanac.
  of Experiment Stations.
  of Indian Affairs.
  of Naval Intelligence.
  of Naval War Records.
  of Public Roads.
  Patent.
  Pension.
  Record and Pension.
Official Reporter (Senate or House).
Old World.
One hundred and twenty-fifth street.
Order of Business No. 56.
Ordnance Department.

Orient, the.
oriental customs.

Pacific coast, slope, and seaboard.
Panamanian.
Paris green.
Parish, Caddo, etc.
parliamentary.
Parliament (houses of).
Pass, Passes, Head of Passes (Mississippi River).
pasteurized milk.
Pay Department.
Paymaster-General (army or navy).
Penitentiary, Albany, etc.
Philippine Constabulary.
plaster of Paris.
President of the Senate
President pro tempore (Senate).
Portland cement.
Porto Rico Provisional Regiment, but Porto Rico regiment.
Postal Union.
Postmaster-General.
Postmaster (Senate or House).
post-office appropriation bill.
Printing Office (Government Printing Office).
Prussian blue.
Public Land Strip.
Public Printer.

Reform School of District of Columbia.
Reformatory, Elmira, etc.
Regent (Smithsonian Institution).
Register (Treasury).
Representative (in Congress).
Resident Commissioner (Porto Rico).
Reporter (Senate or House).
reporters of the Senate or House.
Republican.
Republican national convention.
Reservation, Great Sioux, etc.
Revised Statutes.
roman (style of type).
route No. 12466, mail route No. 1742, railway mail route No. 1144.
russia leather.
royal command.
Rule XXI.
rule 21.
Rules and Articles of War.

School (Girls' Reform School, etc., also any service school of the United States Army or Navy).
schools, Peabody and Brent.
Scriptures, Holy Writ, New and Old Testaments (the Bible), biblical.
Secretary of State, etc. (United States) (the Secretary).
Secretary:
  secretary (standing alone).
  of the Senate.
  of the Smithsonian Institution.
  to the President.
Senate Chamber.
Senator (in Congress). Adjective: senatorial.
Sergeant-at-Arms (Senate or House).
Service:
  service (standing alone).
  Forest.
  Immigration.
  Internal-Revenue.
  Life-Saving.
  Public Health and Marine-Hospital.
  Railway Mail.
  Reclamation.
  Revenue-Cutter.
  Revenue-Marine.
  Rural Delivery.
  Secret (Treasury).
  Steamboat-Inspection.
Six Nations.
Smithsonian Institution.
Solicitor for the Department of State.
Solicitor-General (Departments of Justice and Commerce and Labor).
Solicitor of Internal Revenue.
Solicitor of the Treasury.
South, the.
Speaker, and Speaker pro tempore (House).
Squadron, North Atlantic, etc. (naval).
Statistical Abstract.

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Statutes at Large.
Straits of Magellan, etc.
Subsistence Department.
Superintendent:
  General, Life-Saving Service.
  Nautical Almanac.
  of Public Buildings and Grounds.
  of the Coast and Geodetic Survey.
  of the Naval Observatory.
  of the United States Capitol Building and Grounds.
Supervising Architect, the architect (Treasury).
Supervising Inspector-General (Steamboat-Inspection Service).
Supplement to Revised Statutes.
Surgeon-General (army, navy, and Public Health and Marine-Hospital Service).
Survey:
  survey (standing alone).
  Biological.
  Board of Inspection and.
  Coast and Geodetic.
  Geological.
  Lake.
surveyor-general.

T cloth.
thistle, Canadian or Russian.
Treasurer of the United States.
treasurer, assistant, of the United States, assistant treasurer at New York, etc.
Treasury Regulations (book).
Trenton pottery.
Tropic of Cancer, Capricorn.
Tropics, the.
tropical plants.
trust, Steel, Whisky, etc.

Union Station, Union Passenger Station, etc.
United Press.
upper House of Congress.

Venetian blinds.
Vice-President (of the United States).

War College building.
wedgwood ware.
West Coast (Africa).
White Caps (organization).
White House:
  Blue Room.
  East Room.
  Red Room.
  State Dining Room.
  the Blue and East rooms.

X rays.

Zone:
  Canal.
  Free.
  Frigid.
  Temperate.
Zoological Park, the Zoo.

COMPOUND WORDS.

(See also Age, Bonds and stocks, and Percentage, p. 31.)

Follow Webster's International Dictionary generally in the use or omission of the hyphen or space between words. (See also Vocabulary of double words, p. 76.) Compound adjectives generally take the hyphen: A 12-inch main, a 75-horsepower engine, asked-for opinion, iron-ship builder, light-green color, national-bank notes, sea-island cotton, state-bank notes, twenty 10-horsepower automobiles. Care must always be taken not to confuse the qualifying word with the subject word; for instance, a shoemaker can be a German shoemaker, and, if he makes wooden shoes, a wooden-shoe maker. Also observe the following forms: Young school-teacher, common-school teacher, high-school teacher, public-school teacher, etc.

A present or past participle with a noun or adjective may take the hyphen in such expressions as the following: Always wind-obeying deep; well-dealing countrymen; dark-working sorceress; soul-killing witches; fool-begged patience; sap-consuming winter.

Adverbs ending in "ly" are not usually compounded with adjectives which they qualify; as, "a nicely kept lawn." But words like "above," "ill," "well," "so," etc., are compounded in such expressions as "the well-known writer," "the so-called tariff reform," "this ill-advised expenditure," "the last-named article," etc.

Fractions, when spelled, will be compounded: One twenty-first, one-fifth, eighty-one one-hundredths, one one-hundredth, the one-hundredth part, one one-hundred-and-twentieth, two one-hundred-and-twenty-sixths. (See also Fractions, p. 31.)

When used adjectively, the expressions "first-class," "second-class," etc., are to be hyphenated; otherwise they should be printed as two words: A first-class passage, a man of the first class, a work of the second class, etc.

Omit the hyphen in such Latin forms as "an ex officio member," "ante bellum days," "prima facie evidence," "per diem employees," "quasi judicial opinion," etc. Mr. So-and-so.

The following rule governing work of the United States Geological Survey will be used generally for similar terms in other work: The use of hyphens in petrographic terms is based on the single principle that like names are connected by a hyphen and unlike names are not. The names used in such terms are of four classes—(*a*) rock names, (*b*) mineral names, (*c*) textural names, and (*d*) names expressing the kind of clastic aggregation. Any two or more names of either class are connected by a hyphen; others are not. The principal names of classes *c* and *d* are as follows: (*c*) Felsophyre, gneiss. porphyry, schist, vitrophyre; (*d*) agglomerate, breccia, conglomerate, sand, tuff. To illustrate, a term that, according to this principle, is not hyphenated should remain without the hyphen when it becomes a compound adjective modifying some other word; for example, bostonite porphyry, bostonite porphyry dike; actinolite-magnetite schist, mineral-mineral rock; ægirite granite porphyry,

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mineral rock texture; andesite-basalt, rock-rock; andesite breccia, rock clastic; andesite porphyry, rock texture; augite porphyry, mineral texture; granite gneiss, rock texture; granite-monzonite, rock-rock; granite-syenite porphyry, rock-rock texture; quartz monzonite-pegmatite, mineral rock-rock; quartz monzonite porphyry, mineral rock texture; quartz norite, mineral rock; quartz norite gneiss, mineral rock texture; quartz porphyry, mineral texture; quartz porphyry tuff, mineral texture clastic.

DATE LINES.

Capitalize the principal words.

A date at beginning of letter or paper is to be placed at right of page, indented 1, 3, or 5 ems, according to the number of lines.

Copy editors should indicate caps, small caps, and italic.

When at end of letter or paper, to be placed at left of page, using roman caps and lower-case if above signature, caps, small caps, and italic if below signature.

[Above.]

□Steubenville, Ohio, July 30, 1906.
□July 28, 1906.

[Below.]

□STEUBENVILLE, OHIO, *July 28, 1906.*
□JULY 30, 1906.

THE WHITE HOUSE, □□□
Washington, D. C., January 1, 1906. □

THE WHITE HOUSE, *July 30, 1906.* □

TREASURY DEPARTMENT, □□□□□
OFFICE OF AUDITOR FOR THE STATE AND OTHER DEPARTMENTS, □□□
Washington, D. C., May 4, 1903. □

TREASURY DEPARTMENT, *July 30, 1905.* □

DEPARTMENT OF COMMERCE AND LABOR, □□□
July 30, 1906. □

OFFICE OF JOHN SMITH & CO., □□□
26 Bill Street, New York, N. Y., June 6, 1907. □

WASHINGTON, *May 20, 1907—10 a. m.* □

THURSDAY, MAY 5, 1905—2 P. M. □

WASHINGTON, *December 20, 1907.* □□□
(Received January 6, 1898.) □

FIGURES.

Definite rules that will govern in all cases as to what should go in figures and what should be spelled out can not be given. General rules which will serve as a guide follow.

Spell out figures beginning a sentence or where immediately following a colon, except in tables, ordinal numbers at the beginning of paragraphs or sentences in certain cases, and complex numbers beginning questions or answers in testimony.

Ordinal numbers: 1. The earth is round. (2) "The sun do move." But when copy reads "1st," etc., spell: First. The moon is not green cheese.

In testimony:

Q. In what year was that?—A. 1906.
Q. 1906?—A. Yes, sir.
Q. What was the amount involved?—A. $101.50 (complex number).
Q. How much was the sum?—A. Five (or fifteen, or sixty-seven) dollars.

Amounts or numbers larger than 1,000, if spelled, are expressed thus: One thousand eight hundred and fifty dollars (not eighteen hundred and fifty dollars), one thousand two hundred tons (not twelve hundred tons).

Serial numbers, in which case the comma is omitted, should be given the form expressed in the parentheses above.

Spell out numbers mentioned casually, or by way of illustration, or in connection with serious and dignified subjects:

In nine hundred and ninety-nine cases out of every thousand.
The twelve Apostles.
The seven wise men of Greece.
But, proportion of 1 to 4; 1:62,500 (note equal space each side of colon).

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AGE. My age is 52 years and 6 months; a boy 6 years old; a boy about 6 years old; 3-year-old colt; 3-months-old child; wine 8 years old; wine 4 or 5 years old.

BONDS AND STOCKS. Gold is 109; Metropolitan Railroad, 109; 5-20 bonds; 10-40 bonds; 7.30 bonds; 3.65 bonds; 4½ per cent bonds; 3 per cent bonds; 3½ percents. When the word "bonds" does not follow the designating expression, spell out, as five-twenties, ten-forties, three-sixty-fives, four-and-a-halfs, threes, etc.

DATES.

June 29, A. D. 1882; December 6, 1846; the 1st of January, 1883; June 12; the 5th instant; the 20th day of March; the 1st (day) of the month; the last of April or the first of May; July 4, 1776, was the great day which gave to the world the celebrated Declaration of Independence, and now our Fourth of July is something to be remembered by all patriotic Americans; 4th of July claims.

Spell such expressions as "the early seventies," "it occurred in the eighties."

When a fiscal year or a year beginning in one year and extending into the following year is intended: 1875–76, 1801–2, except 1900–1901; when a period of more than two years is intended: 1875–1879, 1895–1904; when two or more years are intended: 1894, 1895; 1873, 1876; 1888, 1891, 1894. This applies to dates only; in page folios, etc., repeat the number in full.

DECIMALS. Use figures for decimals and supply cipher when there is no unit, as 0.25; 20 ounces of silver, 0.900 fine; it costs $0.3365 per pound; scrap, at 0.75 cent per pound; referring to caliber of small arms, .30 caliber, .45-caliber Springfield rifle, distinguishing, however, when used to describe the length of a gun, as a 6-inch rapid-fire rifle, 50 calibers.

DEGREES, ETC.

Longitude 77° 04′ 06″ east, latitude 49° 26′ 14″ north; a polariscopic test of 85° (or degrees); 45.5° below zero; an angle of 57°; 3′ 5″ (3 feet 5 inches); 25′.5 or 25.5′ as written.

When spelled, one hundred and fifty-second degree; tenth meridian of latitude.

DIMENSIONS. In text use the form 8 by 12 inches; but 8 x 12 inches or 8 x 12″ to be used in leader work, tables, or "fol." when so indicated in copy.

DISTANCES. To be expressed in figures, as 50 miles, 17 yards, 8 leagues, 9 centimeters, 5 feet 6 inches; about 10 miles.

ENUMERATIONS.

Use figures for all definite enumerations of weights and measures, and such as the following: There were 20 males and 25 females, 45 in all; 6 horses, 5 cows, 26 head of sheep; 25 bulletins, containing 352 pages; the population of Chicago is 1,800,000, of whom 250,000 are voters; a hamlet of 18 persons. But when complicated spell, as twenty-five 6-inch guns, two ¾-inch boards, five 5-cent pieces.

Spell out when referred to indefinitely, as between two and three hundred horses, forty-odd people (but one hundred *and* odd men—not one hundred odd men); the population is forty or fifty thousand.

FRACTIONS. Spell common fractions where isolated, as one one-hundredth, two one-hundred-and-twenty-sixths, one-fourth. If latter is written one-quarter, do not change.

MEASURES. Use figures in all cases, as 40 bushels, 1 gallon, 6 acres.

MONEY.

If denomination is given, use figures. At $3 per 200 pounds; 75 cents apiece; 2.5 francs per yard; $0.7525 per ounce; £2 4s. 6d.; Indian rupees should be Rs. 3,225,644, not Rs. 32,25,644.

Spell out such expressions as a million of dollars; a million and a half; one or two millions; millions for defense, but not one cent for tribute.

(See also Compound words, p. 29, and Foreign coins, p. 53.)

PERCENTAGE. 12 per cent, 25.5 per cent; but one-half of 1 per cent. Never use hyphen in such expressions as 12 per cent interest, etc.

SCRIPTURAL TEXTS. Genesis xv, 24; II Samuel viii, 9–13; St. Matthew vii, 5.

SPECIFIC GRAVITY. Use the period, as 1.100, 0.980.

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SUPERIORS AND INFERIORS. Use superiors with reference letters, as A^1, A^2, or a^1, a^2, etc. Use inferiors in chemical formulas, as Al_2O_3, and always close up.

TIME. 4.30 p. m. (use period to separate hours and minutes); 4 o'clock and 30 minutes p. m.; half past 4. In scientific work, $4^h\ 30^m$; $4^h.5$ or 4.5^h, as indicated. Length of time always should be spelled out.

VOTES, BALLOTS, ETC. 75 votes; 50 ballots; 300 voters; 167 Democrats; 14 or 15 majority.

WEIGHTS. 12 pounds; 4 hundredweight; 2 ounces.

FOL.—FOL. LIT.—FOL. TYPE AND STYLE.

[See also Supreme Court records, p. 43.]

Copy marked "fol." means to follow signs, symbols, figures, italics, abbreviations, compounds (hyphen or space), idiomatic words and expressions, and &c. or etc., but not necessarily capitalization nor punctuation. Anything else to be followed should be indicated on the copy or written instructions furnished. All orthography in "fol." matter is good that has the sanction of any dictionary.

Copy marked "fol. lit." means to follow abbreviations, accents, capitalization, figures, italics, paragraphs, punctuation, signs, symbols, spelling, syntax, and compounding of words.

"Fol. type and style" means "fol. lit." except typographical and manifest errors.

ITALIC.

Names of vessels should be set in italic, except in tables and footnotes to same (but cruiser No. 14, dredge No. 65, etc.), indexes, lists set in columns (unless otherwise indicated), and Supreme Court work.

The words "see," "see also," etc., to be in italic in indexes only (unless otherwise indicated).

Italic will not be followed in general work, either for foreign words or to denote emphasis, unless specially prepared.

Scientific names of genera and species are to be in italic; names of classes, orders, families, etc., in roman.

LEADER WORK.

To have the same style as tables in the following particulars: "Continued" (the use of); flush and sub heads; indentions; numerical expressions in reading columns; ranging words in figure columns and figures in reading columns; units of quantity at right in reading columns.

Width of figure column to be an en space more than the longest line of figures; but no column less than 2 ems.

When the last column is reading matter, run leaders close up.

Names of vessels and scientific names of genera and species to be in italics.

Avoid white space between last word and leaders, if possible.

DASHES. Use parallel dashes in figure columns when necessary to cut off from figures following. In leaded leader work omit lead above and below dashes.

DATE COLUMNS. The same style as in tables, except that a thin period and en space are used to separate from item on the right.

DOLLAR MARK. Use only at beginning of each statement and first line of double-up matter or at the head of a continued statement.

FLUSH HEADS AND SUBHEADS are not to run into figure columns.

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UNITS OF QUANTITY.

When a column is composed of a quantity of one kind and it is desired to use a head, it will be in 6-point roman centered over the figure column. The examples below show the style to be observed when there is a short side head to the left (note the lead under 6-point head in solid matter):

Pennsylvania Railroad:	Tons.
Freight carried	221,000

Baltimore and Ohio Railroad:	
Freight carried—	Tons.
In the month of May	150,000

When there is no side head:

Freight carried by the Pennsylvania Railroad and the Baltimore and Ohio Railroad in the month of May	Tons. 371,500

MISCELLANEOUS.

ACCENTS.

Omit the diæresis in such words as aerate, cooperation, preemption, reexamine, zoology, etc., and accent in "ampere" and derivatives.

Use accents in foreign names and words unless otherwise directed.

The following is a partial list of words in common use in which accented letters occur:

attaché.	en échelon.	lèse majesté.	râle.
chargé d'affaires.	en règle.	matériel.	régime.
confrère.	entrée.	matinée.	résumé.
coup d'état.	entrepôt.	mêlée.	rôle.
coup de grâce.	exposé.	née.	rôle d'équipage.
crèche.	façade.	papier-maché.	señor.
débris.	faïence.	procès verbal.	soirée.
en arrière.	habitué.	protégé.	visé, viséed.

CENTER LINES.

Copy editors will take full responsibility for uniformity in center lines, and no changes are to be made without their consent.

Avoid, when possible, the division of words in center lines making two lines only.

Use an en space between words in small-cap and two 3-em spaces in cap lines, and an em space when an extended face or spaced caps are used, reducing space after comma.

Cap, small-cap, and cap-and-small-cap center lines are to be separated from text by a slug one size less than type used for the center line.

In italic center lines and side heads capitalize the first word only, unless proper nouns.

CITATIONS AND CREDITS.

In text, to be sentences and in parentheses when occurring at end of a sentence, except when page only is given, in which case use lower-case letter and place period outside parentheses. Credits, when centered, to be in brackets.

Note the following forms: (18 [not 18th] Statutes at Large, p. 25; IV [not IVth] William and Mary, p. 40; 126 [not 126th] United States Reports.)

DIVISIONS.

Frequent division of words is undesirable, but do not avoid it entirely at the expense of uniform spacing.

Do not divide compound words except at the compounding hyphen in any but extreme cases.

Divisions at the ends of three adjoining lines should not be passed by readers except in extreme cases or in narrow measure.

Divisions on syllables of two letters should be made but rarely.

Never divide the last word of a paragraph if it can be avoided; overrun if necessary. The last line of a paragraph should contain at least a four-letter word.

ELLIPSIS SIGNS.

In document measure, "line of stars" means 7 asterisks indented 2 ems at each end of the line, dividing the remaining space evenly between the asterisks; but in case two or more sizes of type are used on a page indent 10-point 2 ems, 8-point 2½ ems, and 6-point 3⅓ ems.

In other than document measure the copy editors should indicate the number of asterisks and the indentions, to be uniform in all cases. If 3 asterisks are used, separate by an em space; if periods are used, separate by en spaces.

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EXTRACTS. When lower-case flush, use an em dash on end of preceding line of text.

FOOTNOTES.
Italic superior letters will be used for references unless otherwise indicated.
Use two leads above and below the rule and two leads to separate from tabular matter.

FORMS, SHAPES, ETC. See Shapes, forms, etc., below.

INDENTIONS. In matter wider than octavo the indentions will be 2 ems; this applies to hanging indentions, signatures, date lines, etc. Extracts in smaller type to have the same indention as the text.

INDEXES. In indexes when leaders are used and the page folios overrun, retain only the first folio number in the leader line; but when necessary to save an overrun figures may be run back to within an em leader of the text. When the overrun folios make two or more lines, indent evenly not less than 7 ems on the left in full measure and 3½ ems in half measure (but when there are clearances indent folios 2 ems more than the matter above or below), the folios in excess of even-length lines to be worked into the leader line. When the figures extend back into the leader line, use an en quad between the leaders and the first figure.

INDIAN NAMES. Follow copy as to the use of spaces and hyphens in Indian proper names; also as to the spelling of tribal names.

LEADS AND SLUGS.
When extracts, etc., are set in smaller type, separate by using two leads in solid matter and three leads in leaded matter. When, however, solid extracts occur in leaded matter, use two leads only. Before signatures and under date lines in leaded matter use one lead only.
When captions, date lines, or signatures occur in letters, exhibits, etc., use full slug before and after same, unless matter preceding or following clears.
When slugs are specially prepared, use a slug of same body as type.

POSSESSIVES AND APOSTROPHE.
Common or proper nouns in the singular, and all nouns in the plural ending with any other letter than *s*, add apostrophe and *s*; as, man's, men's, child's, children's, Dennis's, Felix's, Burns's, Essex's, witness's, countess's.
Exceptions to the foregoing: Sergeant-at-Arms' room, for righteousness' sake, for conscience' sake, for goodness' sake, for Jesus' sake.
Plural nouns ending in *s* add only the apostrophe; as, the boys' swimming hole, the horses' trough, the Charleses' reigns, the Joneses' ball, the countesses' reception, the witnesses' testimony.
Do not use the possessive form in such expressions as day labor, quartermaster stores, State prison, States rights (referring to the principle).
Use the singular form for such expressions as printer's ink, 125 miner's inches, a pair of 7's.

REFERENCES. When letters are used for references in explaining diagrams, figures, etc., use italic for lower-case references and roman for caps, not quoted: The bolt *a*; a pinion, B; angle *ab*; line CD; points *a*, *b*, *c*.

SHAPES, FORMS, ETC. In illustrating shapes or forms, as V-shaped, T rails, etc., use caps of case 135 in 10 point, case 134 in 8 point, and case 133 in 6 point; but for the expression I beam use cap of case 14 in 10 point, case 13 in 8 point, and case 12 in 6 point. Use a roman cap letter for X ray. Plural form of T or Y shape, tees or wyes, as 10 tees, 4 wyes.

SIDE AND CUT-IN NOTES.
To be treated the same as text paragraphs unless otherwise instructed; that is, first line indented 1 em and the others flush.
Allow 12 ems of 6-point for cut-in notes unless otherwise instructed; bear off at least an em from the body of the note above and below and an em space on the inside.
Commence cut-in on second line of paragraph, if paragraph is of sufficient depth to admit of same.

SPACING.
The spacing of matter should be governed by the leading. Solid matter should be spaced with 3-em spaces, and words run up rather than divided. Leaded matter also should be spaced with 3-em spaces, but words divided rather than syllables

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carried up. In double-leaded matter en quads should be used and divisions driven over.

Avoid, if possible, the very thin or very wide spacing of the first line of a paragraph.

Avoid the use of a dash at the beginning of a line.

Always keep together, at the beginning or end of a line, such abbreviations as U. S. N., D. C., N. Y., M. D., etc. The contractions esq., sr., and jr. should be always in the same line with the name they follow.

In tables of contents, etc., when the word "chapter," "figure," or "plate" is used in the first line before numerals in column ("chapter," etc., being cleared in following lines), put an en space between the word and numeral in the first line and range the periods after the numerals.

Enacting and resolving clauses: In document measure space the first line so as to conform to the following examples:

Be it enacted by the Senate and House of Representatives of the United.
Resolved by the Senate and House of Representatives of the United

Be it enacted by the Senate and House of Representatives of the United States of America.
Resolved by the Senate and House of Representatives of the United States of America

In law measure, space as follows:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That
Resolved by the Senate and House of Representatives of the United States of America in Congress assembled, That

ORTHOGRAPHY.

[See also Fol.—Fol. lit.—Fol. type and style, p. 32.]

Follow Webster's International Dictionary in spelling and divisions. Observe, however, the following forms:

afterwards.
aftward.
agriculturist.
aluminum.
among or amongst.
asbestos.
backward.
beriberi.
blond.
bowlder.
canyon.
carabao.
clew.
dato.
downward.
draft, drafting, etc.
embed.
employee.
Filipino.
flareback.
forward.
farther (distance).
further (not distance).
fuse.
Igorot.
Kaffir (Kafir, Agricultural Department.)
plat (not plot).
pulpstone.
rake-off (noun).
shellac.
shellacked.
sloyd.
speakeasy (noun).
standpatters.
Subic Bay.
thrash.
toward.
upward.
wharves.
while or whilst.

NATIONALITIES, ETC.

Argentinian.
Brazilian.
Chilean.
Colombian.
Costa Rican.
Cuban.
Dominican.
Ecuadoran.
Guatemalan.
Haitian.
Honduranean.
Montenegrin.
Nicaraguan.
Panamanian.
Paraguayan.
Porto Rican.
Tennessean.
Venezuelan.

The plural formations vary, as German, Germans; Englishman, Englishmen.

The following authorities, in the order given, will govern the spelling of geographic names:

Decisions of the United States Geographic Board.
United States Postal Guide.
International Postal Guide (Dictionnaire des Bureaux de Poste).
Lippincott's Gazetteer of the World.
Rand, McNally & Co.'s Atlas.

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PUNCTUATION.

[See also Testimony, p. 42.]

Proof readers should not change the punctuation in proof sheets when the sense of the text is not affected, unless necessary for uniformity.

When a city or town and State are used adjectively, put State in parentheses, as Baltimore (Md.) Sun, Boston (Mass.) city council, etc.

George G. Greene, being sworn and examined, on oath deposes and says:

Isaac Fuller, sworn, and testified as follows:

P. L. Rodier, sworn and examined.

Colonel Seventh Cavalry.

Captain, Seventh Cavalry.

Respectfully, yours,

Yours, respectfully,

Calendar No., 25.

Congressional, No. 25.

Congressional case No. 25.

Record, case No. 384.

Term No., 625.

first session Fifty-third Congress.

Col. (now Brig. Gen.) Peter C. Hains.

Painters' Union No. 1.

New York Painters' Union, No. 1.

Latitude 40° 19′ 12″ N., longitude 30° 08′ 14″ W.

In latitude 40° 19′ 12″ N., longitude 30° 08′ 14″ W.

As we said before, the committee then adjourned.

If nothing more was done, then why continue the hearing?

In order to accomplish the work, lose no time now.

Should it be desired to accomplish the work, go at it with a will.

Since the work was accomplished without delay, there is no need for quibbling.

Since last month there has been a continuance each week.

To stop, the brakes were applied to the front wheels.

To release the brakes, the attendant was summoned.

After all, what need we care for such failures?

In sentences divided by commas, use commas before conjunctions; if divided by semicolons, use semicolons before conjunctions.

Commas around phrases separating conjunctions from verbs usually should be omitted. "He listened to the statement, and, without further consideration, agreed to the proposition," should read, "He listened to the statement, and without further consideration agreed to the proposition."

Quote anything preceded by such words as "termed," "entitled," "known as," etc.

Rules for the use of the dash (—) are ill defined. This mark of punctuation is sparingly used by accomplished writers and printers, and should be avoided if possible.

Answer me this question: How can the work be accomplished?

Have you any interest in this case? If so, what?

Have you any interest in this case? If so, state what.

Have you any interest in this case; and if so, what?

Have you any interest in this case? And if so, state what.

Observe punctuation in the following forms:

GENERAL ORDERS, No. 31. SPECIAL ORDERS, No. 42. EXECUTIVE ORDER No. 66.

GENERAL ORDER No. 1. SPECIAL ORDER No. 1.

$2 gold. $2.50 U. S. currency. $3.50 Mexican.

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SIGNATURES.

Signatures to be at right of page (except witnesses to a signature, which should be at left, as shown in example) in caps and small caps, indented 1, 3, or 5 ems, according to the number of lines, the title, etc., following to be as in addresses. Make two lines when signature, title, etc., together make more than half a line.

Mr., Mrs., or any title preceding a signature set in caps to be caps and small caps.

In a list of independent signatures align on the left, bearing off longest name 1 em; use period after each name.

On behalf of the Philadelphia Chamber of Commerce.

GEO. W. PHILIPS.
SAML. CAMPBELL.
H. H. STROHMEYER & Co. □

[When signature does not make more than half a line, and the line of text above is blank.]

□ □ □ Very respectfully, JOHN F. MACKEY, *Teacher.* □

In letters in quotation marks when signature is in same line with "Very respectfully," etc., quote name, as

□ □ □ "Very respectfully, "Z. T. JENKINSSON." □

[When line of text above is blank, and address follows signature, if name and title are short they can be made one line, but not run in with any other line; the address to be one line from "Respectfully," etc.]

□ □ □ Respectfully, JAMES STALEY, □ □ □
Superintendent. □

□ The SECRETARY OF THE INTERIOR.

[Never run in with paragraph nor in signature line:]

□ Respectfully submitted.

L. A. WRIGHT, □ □ □
United States Indian Agent. □

[When line of text reaches to or past signature:]

□ □ □ Very respectfully,

A. F. CALDWELL, □ □ □
United States Indian Agent. □

[When a person signs for a corporation, etc. Same style to be used when one person signs for another. Do not use lead to separate in this case.]

UNITED STATES IMPROVEMENT COMPANY, □
By JOHN SMITH, *Secretary.*

WILLIAM L. PENFIELD, □ □ □
Solicitor. □
By FREDERICK VAN DYNE,
Assistant Solicitor. □

JOHN SMITH □ □ □
(For the Governor of Pennsylvania). □

NORTH AMERICAN ICE COMPANY, □
G. Y. ATLEE, *Secretary.*

JOHN W. SMITH □ □ □
(and 25 others). □

JOHN (his x mark) SMITH. □

["Signed" will be separated 3 ems from signature. Note the two cases following:]

(Signed) □ □ □ JOHN S. HENDERSON, □ □ □
(Signed) JNO. A. CALDWELL,
Committee on the part of the House of Representatives. □

[Observe lead.]

(Signed) □ □ □ WM. F. VILAS,
(Signed) JAMES MCMILLAN,
Committee on the part of the Senate. □

□ □ □ I am, very respectfully, yours, etc.,

(Signed) □ □ □ JOHN RANDOLPH, □ □ □
Assistant Clerk Court of Claims. □

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Ten or more signatures, and not exceeding 20, to be in half measure, longest line 1 em from right; but when the number exceeds 20 to be in full measure, lower-case, indented 5 and 7 ems, as follows:

□□□□□Brown, Shipley & Co.; Dennistoun, Cross & Co.; Fruhling & Goschen; C. J. Hambro & Sons;
□□□□□□□Hardy, Nathan & Co.; Heilbut, Symons & Co.; Henckel du Boisson & Co.; Hoare, Miller
□□□□□□□& Co.

[When signature touches matter above, use a lead to separate.]

□□□I have the honor to be, very respectfully, your obedient servant,

S. P. LANGLEY, *Secretary.* □

[In 10-point run "I have the honor to be" in with text, as:]

when I hear from you. I have the honor to be,
□□□Very respectfully, your obedient servant,

CHAS. H. POINDEXTER. □

[The word "seal," when used officially, is indented 1 em from left; when in personal signature, at right. Place 1 em between "seal" and signature.]

□[SEAL.] RICHARD ROE, □□□
Notary Public. □

J. M. WILBUR. [SEAL.] □
BARTLETT, ROBINS & Co. □[SEAL.]□

[Note style as to witnesses:]

□In presence of—
□□□A. B. BROWN.
JOHN DOE.
Attest:

[Papers signed by an official, showing approval:]

□By the governor:

NATHANIEL COX, *Secretary of State.* □

□Approved.

JOHN SMITH, *Governor.* □

[In Statutes at Large, at end of proclamations, etc.:]

□By the President:
□□□ELIHU ROOT,
Secretary of State.

TABULAR WORK.

[See also Abbreviations, p. 13.]

ABBREVIATIONS.

Units of quantity (lower-case, except No.) to the right of reading columns and in italic (capitalized) over figure columns, to be spelled when possible. When the space available requires a contraction, use the following forms: dolls., dwt., galls., lbs., oz. (for ounce or ounces), bbls., cwt., yds., ft., in. (for inch or inches), doz., bush., M, sq. feet, M feet, cu. (for cubic), kilo (for kilogram).

When over figure columns, use the forms *a. m.* for antemeridian; *Ft. in.* for feet and inches; *H. m. s.* for hours, minutes, and seconds; *p. m.* for postmeridian; and *£ s. d.* for pounds, shillings, and pence; *Mm.* for millimeter.

In columns of names of persons follow the copy as to abbreviations of given names; but well-known abbreviations of names must be used to save overruns.

Brother, Brothers, or Company when part of a firm name, and Railroad or Railway where preceded by name, are to be abbreviated Bro., Bros., Co., R. R., Rwy.

Use the following form for street: Four-and-a-half street sw.; R street nw.; Eighth street se. But when width of column will not permit of spelling, the following forms may be used in numbered streets throughout table to save overruns: 4½ street nw., 8th street se., etc.

Months should not be abbreviated in stub columns of tables unless necessary to save overruns; and in box heads only when so prepared.

BOX HEADS.

To be solid; centered, except when column is 10 ems or more in width and the matter makes three lines or more, in which case make a hanging indention. Run-up heads are indented an en space at the beginning of the line and bear off an en space when reaching the rule at the top, and if they make two lines, center the second; if three lines, make a hanging indention.

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To run across wherever practicable; if necessary to run up, reduce to minimum depth. If one head is required to run up, run all heads up over figure columns in the same table. Avoid running up over reading and date columns.

To be borne off an em space above and below rule except when heads run up.

When a single box exceeds the depth of a double or triple box, place the extra space in the lowermost box.

When a head is composed of double boxes or a greater number, the greatest number of lines in the top box will control the depth of all the top boxes; so also in each of the other boxes. Occasionally the top box of a triple box head may be of such depth as to make a better appearance by allowing its bottom rule to align with the bottom rule of the second box.

In boxes containing two lines the first line to be the longer when possible, but do not sacrifice good appearance by dividing short words or making 2-letter divisions in wide columns.

Spell months in box heads unless otherwise prepared.

In parallel tables where a box head is divided, repeat for each page.

Referring to quantity or things, spell the word "number" in box heads when possible.

Letters are not to be filed where crowding is necessary.

BRACES. Braces preferably to be placed on right of rule.

CENTER, FLUSH, AND SUB HEADS.

Use a full blank line above all center heads in stub. Where a parallel dash, run-over, etc., in another column furnishes a blank space above the head do not add an extra blank; this applies to years used as heads, but not in date columns.

When the center head will clear the reading matter below, and there are leaders, use a line of en quads only; if no leaders below and the center head will clear at least an en space, omit blank, but if it clears less than an en space, use an en-quad line. Otherwise use full blank below.

Use a colon after a flush head and an em dash after each subordinate head. The copy editor should indicate when to do otherwise.

(See also Date columns, below.)

CIPHERS.

When alone in figure column, use leaders, except when indicated on copy.

In columns where decimals are used, copy editors should indicate when ciphers are to be supplied.

CONTINUED. Omit period or colon after a center, flush, or sub head when the word "continued" is used, and always use a 1-em dash between it and the head. If the head is all small caps, use a lower-case "c."

CONTINUED HEADS. Continued heads over tables to be condensed into one line if possible.

DASHES.

Do not carry dashes in reading or date columns.

Parallel dashes will be used in all cases when necessary to cut off from figures following.

DATE COLUMNS.

Always abbreviate months in columns cast to 5, 7, or 7½ ems (this latter for inside columns) and bear off from the rule an en space, placing the remaining space between the month and the day; when the year is used, put an en comma only between it and the day.

Omit the period at end when a 5 or 7 em column is the last one of the table.

When the year is centered over columns consisting entirely of dates or months, use a full blank above and no space below.

When a column is composed of dates only and is cast wider than 7½ ems, spell out months unless otherwise indicated, or when necessary to save overruns.

When not followed by leaders and consisting of years only and some of the lines have a double year, center each in the column, in the following manner:

1898
1899–1900
1901–2

Date columns are not classed as reading columns.

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DITTO.

Never use "do." in the first line under a center head or under a line of leaders; but it can be used under a blank space, except as limited.

Use "do." only in reading and date columns.

Capitalize when not preceded by leaders. In the last column of a table capitalize, but do not use leaders with "Do."

In columns 6 ems or less in width use 1½ ems of quads (including the en quad used for bearing off) or 1½ ems of leaders, as may be required, before the "do."

In columns more than 6 ems, use 2 ems of quads (in addition to en quad used for bearing off) or 2½ ems of leaders.

In first columns, when flush headings are used with indentions under them, proportionate allowance must be made for those indentions, which should be indicated by the copy editor.

When a date column of 5 ems or less is the first column in the table, clear the month instead of repeating or using "Do."

When "do." is used in reading columns under units of quantity, bear off a 2-em leader on right.

When units of quantity are spelled use "do.," but repeat when abbreviated.

DOLLAR MARK. To be placed close to figure, and repeated only under cross rules. In columns containing mixed amounts, as money, tons, gallons, etc., repeat dollar mark in each instance before sums of money (or pound or peso mark, etc., as required).

DOUBLE-UP TABLES. Repeat a center, flush, or sub head at the top of the second column, adding "continued" if the matter under it breaks. Use an en space only on each side of the parallel rule.

EN-QUADDED TABLES.

Use en quads (not scabbard) in runovers. Omit en quads above and below dashes, except when rules are used instead of dashes.

In 8-point en-quadded tables use 8-point en space under units of quantity.

Example: [6-point quads.] *Inch.* [8-point en spaces.]

FIGURE COLUMNS.

Bear off the longest line of figures at least an en space from rule. When crowded and only a few figures will touch, close up on the left; if necessary to close up on the right in one figure column, close up in all figure columns.

Double columns of figures in a single column connected by an en dash or the word "to" or similar connecting word, the en dashes or words to be ranged.

Plus and minus marks, when occurring at left of figures, to be aligned.

Align all words occurring in figure columns with figures on right; also capitalize and use a thin period.

FOOTNOTES AND REFERENCES.

Footnotes and cross headings to be solid when table is solid, and leaded when table is en-quadded.

Footnotes to have the same abbreviations as are used in the table except months, which spell. In a series of short footnotes range the reference marks on the right and the first letters of the notes.

Italic superior letters are to be used for references unless otherwise indicated by copy editor, using a 5-em space for bear-off.

Use period between an abbreviation and a reference mark: St. Louis, Mo.[a]

Footnote references to be placed at right in reading columns; at left in figure columns.

When two or more footnotes are in one line equalize the space, but at least 2 ems space must be placed between items.

Footnotes and notes referring to tables to go in 6-point unless otherwise prepared.

FRACTIONS.

Common fractions should be set against rule unless otherwise indicated.

Align decimal points, except in columns containing mixed numbers having irregular decimals; that is, when one number would have a decimal of one figure, another four figures, and so on, one representing pounds, another dollars, and another percentage, etc.

Omit comma in built fractions: $100\frac{1}{000}$.

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ITALIC.

Units of quantity, etc., when not in box heads and placed over figure columns, to be italic; to be used only at beginning of a new table or at the head of a continued page; and to drop down on figures in solid tables. (See table below.)

Names of vessels and scientific names of genera and species to be roman unless otherwise prepared.

LEADERS. Unless prepared otherwise, continue leaders across entire width of table, except when the last column is a reading column or a 5 or a 7 em date column, in which case omit the leaders from that column. Also omit leaders in a 5 or a 7 em date column when it is the first column of table.

LEADING FROM TOP OR BOTTOM LINES.

When there is only one reading column, lead from the bottom; if more than one, from the top, omitting leaders in the runover line.

Date columns 5, 7, and 7½ ems wide are not to be regarded as reading columns in connection with leading from top line.

In parallel tables, when the lines are numbered on the outside of each page, lead from the top.

In parallel tables repeat all blanks on both sides, but in divide tables drop blank lines in either divide, unless otherwise prepared.

READING COLUMNS.

To be borne off an en space from rule. Indention from rule means so many ems in addition to the en space used for bearing off.

When the last word in a leader line runs close to the rule, use an en leader if space permits; if not, use a thin space, but never use a period except when a reference mark follows an abbreviation. (See also Leader work, p. 32.)

Numerical expressions should be in figures, even at the beginning of a sentence: 241 days from December 1; trains 3 times a day.

Overruns, unless otherwise prepared, should be 1-em hanging indention.

Figures beginning a stub, and which are totaled, are to be ranged on right.

TABLES IN RULES.

In document or narrower measure bear off an en space only from inside rules. Bear off an em space from outside perpendicular rules.

Copy editors should give instructions concerning box heads, dashes, leaders, etc., for tables inclosed in rules.

When there is no leadered stub or reading column, bear off all figures an em space where an em space can be used on each side of the figures; otherwise bear off an en space.

UNITS OF QUANTITY, DASHES, ETC. (See Italic, above.)

Table showing style in regard to the use of units of quantity in stub and figure columns, dashes, reference letters for footnotes, words in figure columns, plus and minus marks, use of braces, miscellaneous figures, etc.

Articles.	Year ended June 30—					
	1901.	1902.	1903	1904.	1905.	1906.
FARM PRODUCTS.						
Animal matter.						
Hides and skins, other than furs.....pounds..	*Quantity.* 1,981,882	*Dollars.* [a] 5,729,927	*Quantity.* 5,881,168	*Dollars.* [a] 942,246	*Quantity.* 5,364,426	*Dollars.* [b] 4,964,424
Wool:						
Washed .....do....	47,223	18,423	$54.13	49,233	.....	27,643
Unwashed .....do....		11,521	152,429			22,368
Vegetable matter.						
Cocoa and chocolate, pounds	2,746,647	[c] 254,452	2,452,452	+ [d] 24,942	2,432,264	[e] 476,242
Coffee.....pounds..	45,842,642	4,279,779	34,263,943	− 64,243	Trace.	Trace.
Fibers, vegetable: [a]						
In raw state—						
Cotton .....do....	47,794,342	2,648,335	$4,982.50	+ 272,894	None.	289,784
Do. [f] .....do....	[g] 423	[h] 63,094	152,429	− 208,736	None.	[i] 293,838
Istle or tampico fiber, pounds	642	70,124	$840.26	+ 5,158	.....	None.
Total	.....	459,471	.....	1,044,722	(a)	1,612,341

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TESTIMONY.

[See also Punctuation, p. 36; Figures, p. 30.]

Contract the first Q. and A., except in "fol.," "fol. lit.," and court work.

Make one paragraph of question and answer, connecting the question and its answer by an em dash; but when there is a "choke," use 2-em dash only:

Q. Did you see——A. No, sir.

When the answer is not introduced by the regular "A.," "Ans.," or "Answer," or when the name or title of a participant is used, make a new paragraph.

The following examples illustrate the use of brackets, colons, and parentheses:

In document testimony when the stenographer interpolates language, use [ ]. At all other times use ( ) for parenthetical phrases or sentences, except bracketed paragraphs inserted by the stenographer. If an entire sentence is in ( ) or [ ], the punctuation is within the ( ) or [ ]; otherwise it is outside.

At end of sentence [Laughter.]; within a sentence [laughter].

The CHAIRMAN (to Mr. Smith).

Mr. KELLEY (to the chairman).

The WITNESS. He did it that way [indicating].

Q. (By Mr. SMITH.) Do you know these men [handing witness a list]?

(Objected to.)

A. (After examining list.) Yes; I do.

Q. (Continuing.)—A. (Reads:)

Question (continuing).—Answer (reads):

A. (Interrupting.)

Answer (interrupting).

(Counsel objects to its admission.)

[2 leads.]

□ □ □ By the Commissioner:

[1 lead.]

Observe punctuation in the following paragraph:

The defendant, George Brown, stated to the court, etc.

The following forms show punctuation required:

1. X Q.	Re X Q. 1.	24. Q.	46th. Cross-int.
X Ques. 1.	R. X Int. 1.	24. Question.	46. Cross-int.
1. Add. direct.	24. X Int.	X Q. 1.	46. Cross-ques.
2. R. D. Q.	X Int. 1.	24. Int.	46. C. Int.
3. Re D. Q.	X 20.	5. Re X Q.	46th. C. Int.
4. R. X Q.	24. X.	24th. Cross-ques.	Answer to Cross-int. 1.

When the number precedes "Q.," "X Q.," etc., use an en space after the number, otherwise use 3-em spaces, except after last period use an en space.

When spelled out, use the following forms:

cross-examination.	re-recross-examination.
cross-interrogatory.	redirect examination.
recross-examination.	re-redirect examination.

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COURT STYLE.

SUPREME COURT RECORDS.

[See also Fol.—Fol. lit.—Fol. type and style, p. 32.]

Make paragraphs of answers in Q. and A. matter.

The folio number is to be flush in the same line as the first word of the folio and in a cut-in 3 ems square, except where there is white space above or below; indentions for paragraphs, etc., to be in addition to the 3-em cut-in.

Omit cut-in folio opposite paragraph reading: Indorsement on cover.

Excepting italic (which stands for errors only), capitalization, and punctuation, follow copy literally. In typewritten records manifest errors of the typewriter are to be corrected, such, for instance, as where a letter has been struck over another or where a space in a word shows that a letter was intended to appear but was not struck hard enough to leave an impression; but if a good word is used in the wrong place—as "in" for "on" or "boot" for "boat," etc., do not change or use italic. Words having the sanction of any dictionary are not to be changed.

Use italic letters to indicate errors in orthography—for instance, *ourely*, meaning surely—except in names of persons and firms and geographic names, words in foreign languages that are not law terms, and errors in syntax. Errors in words set in italic will be indicated by roman letters.

Doublets will be indicated by italicizing the repeated portion.

Names of vessels to be set in roman, quoted.

Use apostrophe to indicate the omission of one or more letters in a word; but in well-established abbreviations omit apostrophe and use period.

Use a 3-em quad to indicate the omission of one or more words.

Capitalize the word "The" only in such cases as the following: the said The B. & O. R. R. Co.; The Sun v. The Globe; The City of Washington v. The B. & O. R. R. Co.; the defendant The Davies County Bank.

COURT OF CLAIMS.

Copy editors are instructed to simplify style as much as possible, and give preference to copy generally in the use of abbreviations, figures, and other important matters. Compositors and proof readers must observe preparation, and where none is indicated will follow copy.

Indian names to be followed as to spelling and the use of hyphen or space.

The following examples and directions will, however, be observed:

Do not use superior letters in abbreviations of words unless so prepared.

"United States" to be used in the plural number.

Spell out "Question" and "Answer" and make separate paragraphs. When questions are numbered, the number to precede the question: 30. Question (see p. 42).

The Legal Tender cases.

In Clarke's case the court say.

In the case of Clarke.

(Ex parte Robinson, 19 Wall., 304.)

Bowman Act (22 Stat. L., ch. 4, § [or sec.] 4, p. 50).

Act 5th August, 1882 (Supp. Rev. Stat., 284; Stat. L., 28; R. S., 15).

The following forms occur in briefs and decisions only:

Clarke's case (14 Hun, 14).

WALLACE, J., delivered the opinion.

(31 Stat., 154.)

Follow Rev. Stat., Stats., Stat. L., or R. S., as written.

In *Roe* v. *Doe* the court ruled.

United States v. *12 Diamond Rings.*

The United States v. *Forty Hogsheads of Tobacco.*

Make sentences of single citations occurring at conclusion of sentences or paragraphs, except "p." or "pp.," which will be close up and period outside of parenthesis. When citations follow clauses, the final citation, if occurring at the end of the sentence, will necessarily be closed up. In citations of single lines, use period at end of each line. When run in, use semicolons.

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Observe style of the following: The said paper was marked "Defendant's Exhibit No. 4." The defendant's Exhibit No. 4 was thereupon placed on file. (See also Punctuation, p. 36.)

Following are some of the names and abbreviations of the United States Supreme Court reporters as used in citations of United States Supreme Court Reports:

Cranch (abbreviated Cr.)
Dallas (abbreviated Dall. or Dal.).
Howard (abbreviated How.)
Peters (abbreviated Pet.).
U. S. Reports (abbreviated U. S.)
Wheaton (abbreviated Wheat.).

For authority on names and abbreviations of court reports, consult Catalogue of Law Library of the Department of Justice (book 17, pp. v to xlvii), proof-room library.

Follow capitalization in the following examples in all court work:

Circuit Court.
Circuit Court for the Southern District.
Circuit Court of the United States for the Southern District of New York.
County Court.
Court of Appeals of the District of Columbia.
Court of Claims.
Court of Commissioners of Alabama Claims.
Court of Private Land Claims.
district.
John Smith, United States marshal for the Northern District.
Southern District.
Superior Court.
Supreme Bench.
Supreme Court.
Supreme Court of the District of Columbia.

COURT OF CLAIMS HEADINGS.

[For records.]

Court of Claims of the United States.

FRENCH SPOLIATIONS, No. 864.

BRIG "MERCURY," WILLIAM ROCKWELL.

C. D. VASSE, ADMINISTRATOR OF AMBROSE VASSE, v. THE UNITED STATES.

EVIDENCE FOR CLAIMANT.

INDEX.

[For briefs.]

In the Court of Claims of the United States.

FRENCH SPOLIATIONS, NOS. 3037 AND 3038.

SHIP "BRISTOL," EDWARD SMITH, MASTER.

DEFENDANTS' BRIEF.

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BILL STYLE.

Unless special directions are given—sometimes necessary in particular cases—the following rules govern the printing of bills:

TYPE.

Bills are always set in 14-point type, full-slugged.

A new bill is always all roman, italic being used only for the enacting clause and the words *Provided, Provided further, Provided, however,* etc.

SIDE FIGURES.

The direction "Allow for two figures" means that TWO 1-EM quads (not one two-em quad) are to be used in allowing for side figures at left of text.

ENGROSSED AND ENROLLED BILLS.

A bill is said to be *engrossed* when it has passed one House of Congress; to be *enrolled* when final action has been taken in both Houses.

Engrossed and enrolled bills are all roman, excepting the enacting clause and *provisos*, notwithstanding the copy may be italic.

Follow literally in engrossed and enrolled bills. This applies to the title of the bill on the filing or indorsement as well as to the text, but not to the caption of engrossed amendments. Read twice, fol. lit.

HEADS AND INDORSEMENTS.

The "indorsement" on a bill is the form printed on the back for convenience of reference when folded. "Bill style" prevails on indorsements. As a bill progresses new "actions" appear, which should be set in the same style as the "actions" that precede. (See examples of the heading and indorsement of a new bill in each House given on pp. 47, 48.)

The name of the introducer of a bill or resolution is carried under the title in the indorsement, in long primer caps and small caps, between parallel rules, in both Houses, through each printing until bill or resolution passes one House.

When the title of a bill on the indorsement makes more than two lines, indent the runovers 1½ ems; center the title when it makes but one or two lines. On the face of the bill where a title makes more than one line, set the first line to full measure, centering the runover if there be two lines in the title; if more than two lines, indent the runovers 2 ems.

Titles for HOUSE BILLS are preferably taken from the INDORSEMENT of copy; for SENATE BILLS, from the FACE of copy. When in doubt, consult with the foreman.

Preambles are set full measure, the first line of each "whereas" being flush and the runovers indented 2 ems. Where an agreement or treaty is part of a preamble, follow literally, indenting the paragraphs 4 ems and runovers 2 ems, full measure.

Titles and preambles following the head of a bill are always half-slugged.

Set "[Calendar No.—.]" on both face and indorsement of bills which have reached the Senate Calendar, in each case at the upper right-hand corner.

Set "Report No." on both face and indorsement of reported bills in both Houses, centering under the number of the bill.

[It is impracticable to give illustrations of the minutiæ of headings and indorsements of bills in all their stages. Samples and information can always be had upon inquiry at the foreman's desk. Compositors and others must familiarize themselves with the forms called for by the clerks' notes on copy.]

AMENDMENTS.

"Line type" and italic are used only to show amendments. When it is proposed to strike out certain portions in a bill that is "reported with amendments," such portions will be set in "line type," and matter proposed to be inserted will be set in italics.

When it is proposed to strike out and insert, always let the italics FOLLOW the line type.

Do not complicate amendments. When one amendment can be made to cover the sense, as in the complete changing of a sum of money, so set it, rather than divide into two or more short amendments.

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Do not use "line type" or italics to show amendments in the title of a bill; but allow the original title to stand in its place, and put the proposed title with the introductory words "Amend the title so as to read:" at the end of the bill in a half-slugged paragraph, all roman, first line indented 4 ems, overs 2 ems, no side figures. Example:

Amend the title so as to read: "A bill granting an increase of pension to John Smith."

Do not put a part of a word in italics or "line type." At times the copy will indicate a letter only added to or taken from a word, or an amount like "twenty-five" will be changed to "twenty" by striking out the "five." In such cases use "line type" for the original word and put the proposed word in italics.

Proposed Senate amendments are printed in bill form, all roman.

When it is proposed in the Senate to make several short amendments, the caption should read as follows:

AMENDMENTS

Intended to be proposed by Mr. HOAR to the bill (H. R. 4864) to reduce taxation, to provide revenue for the Government, and for other purposes, viz:

1 In line 24, page 19, strike out the words "per centum ad valorem" and insert the words
2 "cents per pound;" in line 16, page 25, strike out the word "shall;" and in line 12, page 34,
3 after the word "and," insert the word "any."

When a proposed amendment in the Senate is expressed by one or more full paragraphs, the caption should read:

AMENDMENT

Intended to be proposed by Mr. GORMAN to the bill (H. R. 2476) to establish a fish-hatching station at Port Tobacco, Maryland, viz: After the word "Maryland," in line 14, section 2, insert the following:

1 To enable the United States Commissioner of Fish and Fisheries to carry out the provisions
2 of this Act there is hereby appropriated the sum of seventy-five thousand dollars.

REPORTED BILLS.

Observe the difference in *form* of action taken on Senate and House bills reported with amendments:

House.—

DECEMBER 12, 1897.

Reported with amendments, committed to the Committee of the Whole House, and ordered to be printed.

[Omit the part struck through and insert the part printed in italics.]

Senate.—

DECEMBER 13, 1897.

Reported by Mr. HARRIS, with an amendment.

[Omit the part struck through and insert the part printed in italics.]

[The wording varies with the necessities of the case, but the style remains the same.]

GENERAL INSTRUCTIONS.

Always supply the word "That" immediately following the section number (except when quoting sections of Revised Statutes) and after the words *Provided*, *Provided further*, *Provided*, *however*, etc.

Spell out everything, except "Mr.," "Mrs.," and classification of vessels, as "A 1."

Make the contractions "&c." and "etc." and the words "et cetera" read "and so forth," and the contraction "viz" read "namely."

When, in the use of figures, the comma is used in ordinary work to show notation, in bills thousands and hundreds are spelled; as, for 1,750, make it "one thousand seven hundred and fifty."

In serial numbers, or where the comma is not used in general work, spell by hundreds all numbers less than 10000; as, for 2742, make it "twenty-seven hundred and forty-two;" but in serial numbers where even multiples of one thousand occur, use the word "thousand," as "section two thousand and four," "paragraph seven thousand and sixty-nine" (not "twenty hundred and four" or "seventy hundred and sixty-nine").

Years and dates are expressed thus: June thirtieth, eighteen hundred and ninety-three.

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When the expression usually indicated by "No." occurs, use the word "numbered." Observe, in this connection, the capitalization for kindred expressions: House Executive Document Numbered One hundred and twenty-six.

References to the Revised Statutes, Statutes at Large, court reports, etc., are expressed thus: Revised Statutes, page two hundred and forty-two; Twelfth Statutes, page eleven hundred and sixteen; Tenth Court of Claims Reports, page ten.

Capitalize the word "Act" wherever it occurs as a synonym for "bill" or "law" of the Congress of the United States; but do not capitalize when referring to the "act" of any other legislative body.

The indorsement on a printed bill must always fall on an even page.

Seven lines of text may be worked in with the indorsement.

SPECIAL INSTRUCTIONS FOR ENROLLED BILLS.

Set in quarto measure, paragraphs indented 2 ems.

Lead with 3-to-pica leads. When center heads occur, use a full pica slug above and below.

Avoid, when possible, division of words. Two-letter divisions must not be made. Space evenly.

Place the bill number (using the forms "S. 146," "H. R. 4864") in 14-point Woodward, at the upper *left-hand* corner.

HEADING OF HOUSE BILL.

[Cast.]
58TH CONGRESS,
1ST SESSION.

[Cast.]
H. R. 9846.

[14-point caps—cast.]
IN THE HOUSE OF REPRESENTATIVES.

[10-point type.]
NOVEMBER 18, 1903.

Mr. FOWLER, of New Jersey, (by request) introduced the following bill; which was referred to the Committee on Claims and ordered to be printed.

[Cast.]
A BILL

[14-point type.]
For the relief of George Washington Watkins.
[Slug.]

Be it enacted, etc., That

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HEADING OF SENATE BILL.

[Cast.]
58TH CONGRESS,
1ST SESSION.

[Cast.]
S. 4973.

[14-point caps—cast.]
IN THE SENATE OF THE UNITED STATES.

[10-point type.]
NOVEMBER 17, 1903.

Mr. FORAKER introduced the following bill; which was read twice and referred to the Committee on Pensions.

[Cast.]
A BILL

Granting an increase of pension to the survivors of the Mexican war.
[Slug.]

Be it enacted, etc., That

INDORSEMENTS.

House.

58TH CONGRESS, 1ST SESSION. } H. R. 9846.

A BILL

For the relief of George Washington Watkins.

By Mr. FOWLER, of New Jersey.

NOVEMBER 18, 1903.—Referred to the Committee on Claims and ordered to be printed.

Senate.

58TH CONGRESS, 1ST SESSION. } S. 4973.

A BILL

Granting an increase of pension to the survivors of the Mexican war.

By Mr. FORAKER.

NOVEMBER 17, 1903.—Read twice and referred to the Committee on Pensions.

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JOURNAL STYLE.

The Journals are set in 8 point, solid, Record measure, and as a rule Record style prevails.

Use contractions for States and Territories (see Abbreviations, p. 13) after names of forts, barracks, arsenals, navy-yards, naval stations, post-offices, counties, military or Indian reservations, and Indian agencies.

Omit comma between name of Senator or Representative and State, thus: Mr. Jones of Arkansas.

Use one lead only on either side of small-cap heads.

HOUSE.

MONDAY, DECEMBER 2, 1907.

A message from the Senate, by Mr. Bennett, its Secretary, announced that the Senate had passed a bill entitled:

S. 2905. An act for the relief of John M. Smith.

It also announced that the Senate had passed bills of the following titles, in which the concurrence of the House was requested:

S. 2000. An act for the relief of James Robinson; and

S. 2001. An act granting a pension to Sam Jones.

It further announced that the Senate had passed, without amendment, the bill (H. R. 10241) to amend an act making appropriations for rivers and harbors, and for other purposes, approved July 4, 1906.

The committees were called for reports;

When,

Bills were reported, the reports thereon ordered to be printed, and referred to the Calendars as follows:

By Mr. Black of Illinois, from the Committee on Military Affairs, the bill (S. 527) entitled "An act to construct a road to the national cemetery at Dover, Tenn."—to the Committee of the Whole House on the state of the Union.

The amendments recommended by the Committee of the Whole were then agreed to; and as amended the bill was ordered to be engrossed, was read a third time, and passed.

The Speaker laid before the House the following bill:

S. 1262. An act for the relief of Paul McCormick;

Which was referred to the Committee on Claims.

By unanimous consent leave was granted Mr. Jones to file the views of the minority.

The Speaker pro tempore laid before the House the following bill—with amendments of the Senate thereto:

H. R. 3458. An act extending the time for final proof on land claims under the public land laws.

On motion of Mr. Sweet, the amendments were concurred in.

Mr. Pearson, from the Committee on Enrolled Bills, reported that the committee had examined and found truly enrolled bills of the following titles; which were thereupon signed by the Speaker, to wit:

H. R. 868. An act for the relief of John Smith;

S. 1896. An act for the relief of Mrs. Lucinda Brown; and

H. R. 3858. An act to pension John Jones.

By Mr. Holman:

Whereas it appears by an act passed June 4, 1894, that the sum of $10,000 was appropriated to enable the Secretary of War, etc.; and

Whereas it is alleged that trouble exists, etc.:

Resolved, That the Committee on Military Affairs be authorized to settle the difficulty—

to the Committee on Military Affairs.

The Committee on Indian Affairs was called;

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When,

On motion of Mr. Lynch (on behalf of said committee), the House resolved itself into the Committee of the Whole House on the state of the Union for the consideration of the bill (H. R. 6557) providing for opening the Uintah Indian Reservation in Utah; and after some time spent therein, the Speaker resumed the chair, and Mr. Dockery reported that the committee having had under consideration the said bill (H. R. 6557) had come to no resolution thereon;

When the morning hour expired.

The question being on agreeing to the second resolution, to wit:

Resolved, That John J. O'Neill was not legally elected and is not entitled to a seat in this House;

And being put,

Will the House agree thereto?

It was decided in the negative,

Yeas	23
Nays	165
Not answering	168

After further debate,

The Speaker appointed Messrs. Bailey and Ray of New York tellers.

The question being put,

Shall the bill be engrossed and read a third time?

The yeas and nays being desired by one-fifth of the Members present,

There appeared,

Yeas	123
Nays	55
Answering present	1
Not answering	172
Reported by tellers as present and not answering	5

The Speaker laid before the House the following joint resolution of the Senate:

S. R. 91. A joint resolution providing for printing a digest of the laws relating to compensation of officials in United States courts;

Which was referred to the Committee on Printing.

Mr. Allen suggested that the House should take a recess, under Rule 26.

And then, in pursuance of Rule 26, the House took a recess until 8 p. m.

A message from the President of the United States, by Mr. Crook, one of his secretaries, announced that the President had approved and signed bills and a joint resolution of the following titles:

On June 29, 1904:

H. R. 4701. An act to incorporate the Supreme Lodge of the Knights of Pythias; and

H. R. 274. An act to authorize the city of Hyattsville, Md., to construct a wagon bridge.

On July 6, 1904:

H. J. Res. 196. Joint resolution to provide temporarily for the expenditures of the Government.

The committee of conference on the disagreeing votes of the two Houses to the bill (H. R. 6518) making appropriations for rivers and harbors do recommend to their respective Houses as follows:

That the House recede from its disagreement to the amendment of the Senate numbered 27, and agree to the same with an amendment as follows: Strike out all the matter preceding and insert on page 77, after line 7, the following as a new item:

Baltimore Harbor, Maryland: To widen the ship channel to one thousand feet, one thousand nine hundred and sixty-nine dollars and fifty-one cents.

And the Senate agree to the same.

That the House recede from its disagreement to the amendment of the Senate numbered 20, and agree to the same with an amendment as follows: Strike out "eight hundred dollars" and insert in lieu thereof the following: *three hundred and fifty dollars;* and the Senate agree to the same.

Amend section 2 to read as follows:

SEC. 2. *For an exhibit by the Government of the United States at the Cotton States International Exposition to be held at Atlanta, Georgia, in the year eighteen hundred and ninety-five, one hundred thousand dollars.*

And the House agree to the same.

Leave of absence was granted to Mr. Cobb of Alabama and Mr. Black of Illinois, indefinitely; to Mr. Pigott, for two days; to Mr. Bartlett, until Saturday next; to Mr. Grosvenor of Ohio, for one week; and to Mr. Lacey, for four days.

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REPORTS OF COMMITTEES ON PUBLIC BILLS AND RESOLUTIONS.

Under clause 2 of Rule 13, bills and resolutions of the following titles were severally reported from committees, delivered to the Clerk, and referred to the Calendars therein named as follows:

* * * * * * *

CHANGE OF REFERENCE.

Under clause 2 of Rule 22, committees were discharged from the consideration of bills of the following titles; which were thereupon referred as follows:

* * * * * * *

PRIVATE BILLS AND RESOLUTIONS INTRODUCED.

Under clause 1 of Rule 22, private bills and resolutions of the following titles were introduced and severally referred as follows:

* * * * * * *

PUBLIC BILLS, RESOLUTIONS, AND MEMORIALS INTRODUCED.

* * * * * * *

By Mr. Cooper of Ohio, from the Committee on Pensions: The bill (H. R. 23) to pension John Jones. (Report No. 10.)

[When two or more bills are reported, make a paragraph of each.]

PUNCTUATION POINTS.

As amended, said bill was passed.

The said bill as amended was read the third time.

reported the resolution (No. 550); which was considered by unanimous consent and agreed to.

said bill was, by unanimous consent, considered.

; which was read the first and second times by unanimous consent and considered as in Committee of the Whole; and no amendment being made, it was reported to the House.

; which was by unanimous consent considered and read twice.

So, two-thirds voting in favor thereof, said bill was passed.

By Mr. Smith of Illinois: A resolution (No. 29) to provide revenue, etc.—to the Committee on Ways and Means.

By Mr. Hicks: A concurrent resolution (No. 10) to recognize Cuban independence—to the Committee on Foreign Affairs.

By Mr. Moon: A joint resolution (H. J. Res. 14) to recognize Greece—to the Committee on Foreign Affairs.

[NOTE.—In Senate Journal a semicolon (;) is used before the reference, instead of a dash.]

A joint resolution (H. J. Res. 16). In Senate: S. R. 16.

A resolution (H. Res. 16).

A concurrent resolution (H. C. Res. 16).

And then,

On motion of Mr. Grosvenor, at 5 o'clock and 20 minutes p. m., the House adjourned.

SENATE.

MESSAGE FROM THE HOUSE.

A message from the House of Representatives, by Mr. Browning, its chief clerk:

Mr. President: The House of Representatives has disagreed to the amendments of the Senate to the bill (H. R. 6913) making appropriations for the current expenses of the Indian Department. It asks a conference with the Senate thereon, and has appointed Mr. Holman, Mr. Allen, and Mr. Wilson of Washington managers at the same on its part.

ENROLLED BILLS SIGNED.

Mr. Caffery reported from the committee that they had examined and found duly enrolled the following bill:

H. R. 2350. An act making appropriations for the Military Academy;

Whereupon,

The President pro tempore signed the same, and it was delivered to the committee to be presented to the President of the United States.

The Senate proceeded, by unanimous consent, to consider the said bill as in Committee of the Whole; and no amendment being made, it was reported to the Senate.

Ordered, That it pass to a third reading.

The said bill was read the third time.

Resolved, That it pass, and that the title thereof be as aforesaid.

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The Senate proceeded to consider, as in Committee of the Whole, the bill (S. 1296) for the relief of Andrew Gray; and

On motion by Mr. White, and by unanimous consent,

Ordered, That it be postponed indefinitely.

S. Res. 12; S. R. 12; S. C. Res. 12.

Mr. Allison called for a division of the question; and

On the question to recede from the amendment No. 87, viz: Insert as an additional paragraph the following:

109. Iron ore, forty cents per ton,

It was determined in the negative, { Yeas ..... 2 / Nays 5

Mr. Vest: A petition of citizens of Missouri in favor of woman suffrage.

Mr. Hoar (on behalf of Mr. Lodge): A petition of citizens of Massachusetts, remonstrating against any further extension of the civil-service rules.

To amend Rule VIII of the Standing Rules of the Senate.

On motion by Mr. Hill,

The yeas and nays being desired by one-fifth of the Senators present,

Those who voted in the affirmative are,

Messrs. Allen, Hill, Irby.

Those who voted in the negative are,

Messrs. Jones of Arkansas, Jones of Nevada, Mitchell of Wisconsin.

The question being on the motion of Mr. Spooner that the Senate recede from its amendment No. 87,

Pending debate,

Mr. Carmack raised a question as to the presence of a quorum;

Whereupon,

The Presiding Officer (Mr. Platt of Connecticut in the chair) directed the roll to be called;

When,

Fifty-nine Senators answered to their names.

A quorum being present,

EXECUTIVE SESSION.

On motion by Mr. Jones of Arkansas,

The Senate proceeded to the consideration of executive business; | and

After the consideration of executive business the doors were | reopened;

When,

On motion by Mr. Gorman, at 3 o'clock and 40 minutes p. m.,

The Senate adjourned.

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USEFUL INFORMATION.

ASTRONOMICAL SIGNS.

♈ Aries.	♑ Capricornus.	♄ Saturn.	□ Quartile.
♉ Taurus.	♒ Aquarius.	♅ Uranus.	✶ Sextile.
♊ Gemini.	♓ Pisces.	◍ New Moon.	☊ Dragon's Head.
♋ Cancer.	☉ or ⊙ Sun.	☽ First quarter.	☋ Dragon's Tail.
♌ Leo.	☿ Mercury.	☺ Full Moon.	⚳ Ceres.
♍ Virgo.	♀ Venus.	☾ Last quarter.	⚴ Pallas.
♎ Libra.	⊖ or ⊕ Earth.	☌ Conjunction.	⚵ Juno.
♏ Scorpia.	♂ Mars.	☍ Opposition.	⚶ Vesta.
♐ Sagittarius.	♃ Jupiter.	△ Trine.	

FOREIGN COINS.

[From Report of the Director of the Mint, 1907.]

Country.	Standard.	Monetary unit.	Value.
Argentina	Gold	Peso	$0.965
Austria-Hungary	do	Crown	.203
Belgium	do	Franc	.193
Bolivia	Silver	Boliviano	.499
Brazil	Gold	Milreis	.546
British possessions, North America (except Newfoundland).	do	Dollar	1.000
British Honduras	do	do	1.000
Central American States:			
Costa Rica	do	Colon	.465
Guatemala, Honduras, Nicaragua, Salvador	Silver	Peso	.499
Chile	Gold	do	.365
Chinese Empire	Silver	Tael—Amoy	.818
		Tael—Canton	.815
		Tael—Chefoo	.782
		Tael—Chin Kiang	.799
		Tael—Fuchau	.756
		Tael—Haikwan (customs)	.832
		Tael—Hankau	.765
		Tael—Kiaochou	.792
		Tael—Nanking	.809
		Tael—Newchwang	.767
		Tael—Ningpo	.786
		Tael—Peking	.797
		Tael—Shanghai	.747
		Tael—Swatow	.755
		Tael—Takau	.823
		Tael—Tientsin	.792
		Dollar—Hongkong	.538
		Dollar—British	.538
		Dollar—Mexican	.542
Colombia	Gold	Dollar	1.000
Denmark	do	Crown	.268
Ecuador	do	Sucre	.487
Egypt	do	Pound (100 piasters)	4.943
Finland	do	Mark	.193
Franbe	do	Franc	.193
German Empire	do	Mark	.238
Great Britain	do	Pound sterling	4.866⅔
Greece	do	Drachma	.193
Haiti	do	Gourde	.965
India	do	Pound sterling[a]	4.866⅔
Italy	do	Lira	.193
Japan	do	Yen	.498
Liberia	do	Dollar	1.000
Mexico	Silver	do	(b)
	Gold	Peso[c]	.498

[a] The sovereign is the standard coin of India, but the rupee ($0.3244⅓) is the money of commerce, current at 15 to the sovereign.

[b] On and after May 1, 1905, the silver dollar is valued at $0.498.

[c] Seventy-five centigrams fine gold.

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Foreign coins—Continued.

Country.	Standard.	Monetary unit.	Value.
Netherlands	Gold	Florin	$0.402
Newfoundland	do	Dollar	1.014
Norway	do	Crown	.268
Panama	do	Balboa	1.000
Persia	Silver	Kran	.092
Peru	Gold	Sol	
		Libra	4.86⅔
Philippine Islands	do	Peso	.500
Portugal	do	Milreis	1.080
Russia	do	Ruble	.515
Spain	do	Peseta	.193
Straits Settlements	do	Pound sterling[a]	4.86⅔
Sweden	do	Crown	.268
Switzerland	do	Franc	.193
Turkey	do	Piaster	.044
Uruguay	do	Peso	1.034
Venezuela	do	Bolivar	.193

[a] The current coin of the Straits Settlements is the silver dollar issued on Government account and which has been given a tentative value of $0.567758⅓.

NOTE.—The coins of silver-standard countries are valued by their pure silver contents at the average market price of silver.

GREEK ALPHABET.

Caps.	Lower-case.	Greek sound.	English sound.	Caps.	Lower-case.	Greek sound.	English sound.
A	α	Alpha.	A.	*N*	ν	Nu.	N.
B	β ϐ	Beta.	B.	Ξ	ξ	Xi.	X.
Γ	γ	Gamma.	G.	*O*	ο	Omicron.	O short.
Δ	δ	Delta.	D.	*Π*	π ϖ	Pi.	P.
E	ε	Epsilon.	E short.	*P*	ρ	Rho.	R.
Z	ζ	Zeta.	Z.	Σ	σ ς	Sigma.	S.
H	η	Eta.	E long.	*T*	τ	Tau.	T.
Θ	θ ϑ	Theta.	Th.	*Υ*	υ	Upsilon.	U.
I	ι	Iota.	I.	Φ	φ φ	Phi.	F.
K	κ	Kappa.	K.	*X*	χ	Chi.	Ch.
Λ	λ	Lambda.	L.	Ψ	ψ ϑ	Psi.	Ps.
M	μ	Mu.	M.	Ω	ω	Omega.	O long.

HOMONYMS.

The following is a partial list of words often improperly used:

Advice; information, counsel.
advise; to counsel.
albumen; white of egg.
albumin; viscous substance.
alegar; ale vinegar.
aleger; cheerful, sprightly.
ante; preceding.
anti; against.
apprise; inform.
apprize; to value, appraise.
auger; a tool.
augur; predict by signs.
Base; bottom, vile.
bass; lowest tone, a fish.
bask; lie in warmth.
basque; apparel.
berth; place to sleep, employment.
birth; coming into life.
breach; a gap.
breech; hinderpart of gun.
Cannon; a large gun.
canon; a law or rule.
canyon (cañon); steep-sided gorge.
canvas; a cloth.
canvass; to examine, to solicit.
capital; chief, money, stock.
capitol; a building.
caster; a vial, a wheel.
castor; a rodent, cloth, bean.
censer; incense pan.
censor; examiner, critic.
cere; to cover with wax.
sear; to burn the surface.
seer; prophet.
sere; dry, withered.
claimant; one who claims something.
clamant; beseeching clamorously.
complement; fullness.
compliment; praise.
conveyer; one who conveys.
conveyor; contrivance for conveying objects.
coquet; to trifle in love.
coquette; a flirt.
council; deliberating body.
counsel; to admonish.
consular; pertaining to a consul.
councilor; member of a council.
counselor; adviser.

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corespondent; one who answers jointly with another.
correspondent; conformable, one who corresponds by letter.
Depositary; receiver, trustee.
depository; place of deposit.
discreet; prudent.
discrete; distinct, separate.
dyeing; coloring.
dying; expiring.
Emigrant; one who moves out of a place or country.
immigrant; one who moves into a place or country.
emigration; moving out.
immigration; moving into.
empirical; experimentation.
empyrical; combustible principle of coal.
Faker; a cheat, swindler.
fakir; oriental religious ascetic.
Galipot; resin or pitch.
gallipot; medicine pot.
gantlet; military punishment.
gauntlet; glove.
grisly; horrible.
grizzly; grayish.
Hoard; accumulate.
horde; wandering troop.
Immanent; inherent, abiding.
imminent; impending.
incipient; commencing.
insipient; stupid, foolish.
indict; charge with crime.
indite; compose, write.
indiscreet; imprudent.
indiscrete; compact, together.
intension; stretching.
intention; determination.
Lessen; to reduce.
lesson; something to be studied.
Maize; corn.
maze; a labyrinth.
marten; an animal.
martin; a bird.
meat; flesh.
meet; to join, proper.
mete; to measure.
miner; a digger.
minor; under age.
mucous; slimy.
mucus; viscid fluid.
Panel; sunken plane with raised margins.
pannel; rustic saddle.
parol; oral declaration.
parole; word of honor.
passable; admitting passage.
passible; unfeeling.
pendant; an ornament.
pendent; hanging, projecting.
premices; first fruits.
premises; property.
principal; chief.
principle; fundamental truth, constituent part.
prophecy; a prediction.
prophesy; to foretell.
Rabbet; a groove in edge of board.
rabbit; small animal.
resin; liquid or semiliquid exudation.
rosin; solid product of turpentine.
rigger; fitter of ships' rigging.
rigor; severity.
riot; tumult.
ryot; a peasant, a tiller of soil.
Saver; one who saves.
savor; flavor.
sear (see cere).
subtle; sly, artful.
suttle; net weight.
sheath; a scabbard.
sheathe; to case or cover.
sleight; artful trick.
slight; small, neglect.
Theocracy; government by direction of God.
theocrasy; mixture of worship of different gods.
ton; a measure of weight.
tun; a large cask.
Vertical; perpendicular.
verticle; axis, hinge.
Wheal; raised mark, a welt.
wheel; rotating disk.

MATHEMATICAL SIGNS.

+ plus.	□ rectangle.	⊥ perpendicular.	–: difference, excess.
– minus.	△ triangle.	~ difference.	∴ therefore.
× multiplied by.	○ circle.	∫ integration.	∵ because.
÷ divided by.	∠ angle.	≎ equivalence.	√ radical.
= equality.	∟ right angle.	∷ proportion.	° degree.
± plus or minus.	⊏ or > greater than.	∺ geometrical proportion.	′ minute.
□ square.	⊐ or < less than.		″ seconds.

MODERN LANGUAGES.

The proper division or syllabication of words is important, and compositors handling work in foreign languages should become familiar with the following rules:

FRENCH.

1. A single consonant between two vowels belongs to the vowel that follows; as, ra-ser, jo-yeux, ils cro-yaient.

Exceptions: (*a*) When *x* stands between two vowels the prefix is not divided; as, exact, exeat, saxon, laxi-tude, exal-ter, soixan-te, deuxiè-me. (*b*) When the prefixes *dés*, *in*, and *sub* are used, divide on the prefix; as, dés-habillé, dés-honneur, dés-avantage, in-humain, in-offensif, sub-alterne, sub-ordination.

2. The first letter of a double consonant belongs to the preceding syllable, the second letter to the following one; as, Char-les, ad-di-tion, mon-sieur, Jac-ques, mal-heur, bon-homme.

Exceptions: When the following consonants appear together they must not be divided but joined to the vowel that follows: *bl*, *br*, *ch*, *chl*, *chr*, *cl*, *cr*, *dl*, *dr*, *fl*, *fr*, *gl*, *gn*, *gr*, *gu*, *ph*, *phl*, *pl*, *pr*, *qu*, *rh*, *th*, *thl*, *thr*, *tr*, *vr*. Observe that they are almost all *l* or *r* combined with some other consonant; as, ou-bli, poi-trine, rè-gle, sei-gneur, bou-clier.

3. Vowels forming diphthongs and triphthongs should not be divided; as, lui, fier, lion, louer, vieux, fléau, ouest, joueur, pia-no, voi-sin, liè-vre, cruau-té, reé-lire, voya-ge, ils cro-yaient.

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Do not divide on one letter, and two-letter divisions should be avoided if possible.

Adjectives derived from names of countries are not capitalized; as, américain, anglais, française, espagnole, etc.

Geographical names are usually compounded: Grande-Bretagne, États-Unis, New-York, Nouvelle-Orléans, Buenos-Ayres, Port-au-Prince, Saint-Louis, etc.

A space should not be inserted after an apostrophe: J'aime; c'est l'homme qu'il n'estime pas; grand'mère; aujourd'hui; entr'acte, etc.

GERMAN.

In general, words are divided as enunciated when slowly pronounced; as, Hau-be, Sor-ge, Bil-dung, Wes-pe, kin-disch, Lieb-lich-keit, Ge-walt-mass-re-gel.

Compound words are divided according to their component parts; as, dar-um, hin-aus, vor-aus, Be-ob-achtung, voll-enden, Inter-esse, Atmo-sphäre, Mikro-skop, Dis-tichon, Dis-put, Dis-position, Ver-eins-bank.

When a consonant follows an accented vowel in the middle of a word, the division is made after the latter; as, pfle-gen, he-ben, kne-ten, lie-ben.

The digraphs *ch*, *dt*, *ph*, and *th*, and the trigraph *sch*, are not divided in words like la-chen, ha-schen, Telegra-phie, Gesan-dte, Stä-dte.

When two or more consonants follow an accented vowel in the middle of a word, the division is made before the last of such consonants; as, Wes-pe, put-zen, Füch-se, klop-fen, klin-gen, Erinnerun-gen, Kas-ten, Schwer-ter, Was-ser.

The letters *x* an *z* should go with the vowel following; as, Ni-xe, Hit-ze, hei-zen.

Following *r* and *m* the digraph *pf* belongs to the next syllable; as, käm-pfen, Kar-pfen. But, rup-fen.

In German every noun is capitalized. Adjectives derived from the names of countries are not capitalized; as, amerikanische, englisches, deutscher, etc.

Vater, Väter; Mutter, Mütter; Garten, Gärten; Vogel, Vögel, and many others, are correct forms, being, respectively, the singular and plural.

When the same component is common to two or more compounds in succession, it will be given once only, its relation to the others being indicated by the hyphen; e. g. "Pfeifen- und Saitentöne," for Pfeifentöne und Saitentöne" (wind- and bow-instruments). This will occur not only in nouns but also in verbs and adjectives; as, Nord- und Südamerika; auf- und niedergehen; schwarz- und weissgestreift.

NAMES OF THE MONTHS IN FIVE LANGUAGES.

English.	Spanish.	Portuguese.	French.	German.
January.	enero.	janeiro.	janvier.	Januar.
February.	febrero.	fevereiro.	février.	Februar.
March.	marzo.	março.	mars.	März.
April.	abril.	abril.	avril.	April.
May.	mayo.	maio.	mai.	Mai.
June.	junio.	junho.	juin.	Juni.
July.	julio.	julho.	juillet.	Juli.
August.	agosto.	agosto.	août.	August.
September.	setiembre.	setembro.	septembre.	September.
October.	octubre.	outubro.	octobre.	Oktober.
November.	noviembre.	novembro.	novembre.	November.
December.	diciembre.	dezembro.	décembre.	Dezember.

It will be observed in the foregoing list that the names of months are capitalized in English and German, but are not capitalized in Spanish, Portuguese, and French.

PORTUGUESE.

Words with the Latin prefixes *con*, *de*, *in*, *ab*, *ob*, *pre*, *re*, etc., followed by *s*, are divided after the *s*; as, cons-tan-te, res-pon-der, pres-cre-ver, ins-cul-pir, abs-trac-ção, etc.

When *g* is followed by *n*, the division is made between these two letters; as, ag-no-me, cog-no-men-te, dig-na-men-te, etc.

The characters *nh* and *lh* are regarded as single letters and therefore the *h* must not be separated from the preceding consonant; as, en-ge-nhei-ros, co-nhe-ci-men-to, ca-mi-nho, fi-lho, ma-lha, tra-ba-lho.

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When the letter *x*, in the middle of a word, is found between two vowels, it must be joined to the vowel following it; as, abai-xar, au-xi-lio, dei-xar, etc. But division may be made between *x* and another consonant: Ex-cel-len-te-men-te.

Vowels forming diphthongs should not be divided; as, coa-dei-ra, dou-to, pau-tar, etc.

Pronouns following verbs are always connected by the hyphen; as, encontrá-lo, acomphanhar-me, retirar-me-hei, corrige-te, fallo-lhe, occupar-se, fizerão-no, parece-nos, etc.

Do not divide on one letter, and two-letter divisions should be avoided if possible.

Adjectives derived from names of countries are not capitalized; as, hespanhola, portuguesa, americano, etc.

SPANISH.

It is intended that all syllables, if possible, should end with a vowel; therefore a single consonant, *ch*, *ll*, *rr*, and *ñ*, occurring between vowels, is joined to the vowel following; as, mo-ti-vo, re-ba-ño, mu-cha-cho, ha-ta-lla, ba-rre-ño, ci-ga-rro.

The letters *l* and *r*, when preceded by any consonant except *s*, must not be separated from the consonant, except when uniting parts of compound words; as, ha-blar, pu-drir. But, sub-lu-nar, sub-ra-yar.

Two or more consonants may be divided, but if *s* appears between two consonants place the hyphen after it; as, ab-sol-ver. But, abs-te-ner.

Do not separate diphthongs nor triphthongs: Apre-cia-ción, es-tu-dian-te, gra-cio-so, etc.

Do not divide on one letter, and two-letter divisions should be avoided if possible.

Adjectives derived from names of countries are not capitalized; as, americano, española, portuguesa, etc.

Do not use the degree mark (°) in connection with ordinal numbers; use superior °; as, Artículo 1°.

POINT SYSTEM.

3½ point, Brilliant.
4½ point, Diamond.
5 point, Pearl.
5½ point, Agate.
6 point, Nonpareil.
7 point, Minion.
8 point, Brevier.
9 point, Bourgeois.
10 point, Long Primer.
11 point, Small Pica.
12 point, Pica.
14 point, 2-line Minion or English.
15 point, 3-line Pearl.
16 point, 2-line Brevier.
18 point, Great Primer.
20 point, 2-line Long Primer or Paragon.
22 point, 2-line Small Pica.
24 point, 2-line Pica.
28 point, 2-line English.
30 point, 5-line Nonpareil.
32 point, 4-line Brevier.
36 point, 2-line Great Primer.
40 point, Double Paragon.
42 point, 7-line Nonpareil.
44 point, 4-line Small Pica or Canon.
48 point, 4 line Pica.
54 point, 9-line Nonpareil.
60 point, 5-line Pica.
72 point, 6-line Pica.

ROMAN NUMERALS.

I	1	XIX	19	CL	150
II	2	XX	20	CC	200
III	3	XXX	30	CCC	300
IV	4	XL	40	CCCC	400
V	5	L	50	D	500
VI	6	LX	60	DC	600
VII	7	LXX	70	DCC	700
VIII	8	LXXX	80	DCCC	800
IX	9	XC	90	DCCCC	900
X	10	C	100	M	1000

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RULE (CUT TO SIX-POINT) IN EIGHT-POINT TABLES.

8-pt.	*6-pt.*	*Rule.*	*8-pt.*	*6-pt.*	*Rule.*
1 em	= 1⅓	1¼	1½ ems	= 2	2
2 ems	= 2⅔	2½	2½ ems	= 3⅓	3¼
3 ems	= 4	4	3½ ems	= 4⅔	4½
4 ems	= 5⅓	5¼	4½ ems	= 6	6
5 ems	= 6⅔	6½	5½ ems	= 7⅓	7¼
6 ems	= 8	8	6½ ems	= 8⅔	8½
7 ems	= 9⅓	9¼	7½ ems	= 10	10
8 ems	= 10⅔	10½	8½ ems	= 11⅓	11¼
9 ems	= 12	12	9½ ems	= 12⅔	12½
10 ems	= 13⅓	13¼	10½ ems	= 14	14
11 ems	= 14⅔	14½	11½ ems	= 15⅓	15¼
12 ems	= 16	16	12½ ems	= 16⅔	16½
13 ems	= 17⅓	17¼	13½ ems	= 18	18
14 ems	= 18⅔	18½	14½ ems	= 19⅓	19¼
15 ems	= 20	20	15½ ems	= 20⅔	20½
16 ems	= 21⅓	21¼	16½ ems	= 22	22
17 ems	= 22⅔	22½	17½ ems	= 23⅓	23¼
18 ems	= 24	24	18½ ems	= 24⅔	24½
19 ems	= 25⅓	25¼	19½ ems	= 26	26
20 ems	= 26⅔	26½	20½ ems	= 27⅓	27¼
21 ems	= 28	28	21½ ems	= 28⅔	28½
22 ems	= 29⅓	29¼	22½ ems	= 30	30
23 ems	= 30⅔	30½	23½ ems	= 31⅓	31¼
24 ems	= 32	32	24½ ems	= 32⅔	32½
25 ems	= 33⅓	33¼	25½ ems	= 34	34
26 ems	= 34⅔	34½	26½ ems	= 35⅓	35¼
27 ems	= 36	36	27½ ems	= 36⅔	36½
28 ems	= 37⅓	37¼	28½ ems	= 38	38
29 ems	= 38⅔	38½	29½ ems	= 39⅓	39¼
30 ems	= 40	40	30½ ems	= 40⅔	40½

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RUSSIAN ALPHABET.

No.	Caps.	L. c.	Name as pronounced in English.	Sound.
1	А	а	Ah	a in far.
2	Б	б	Bay	b in bed.
3	В	в	Vay	v in vague.
4	Г	г	Gay	g in gay.
5	Д	д	Day	d in day.
6	Е	е	Yea	ye in yell.
7	Ж	ж	Zhay	z in azure.
8	З	з	Zay	z in zeal.
9	И	и	Ee	i in machine.
10	Й	й	Ee	y in year.
11	І	і	Ee	i in bit.
12	К	к	Kah	k in kite.
13	Л	л	El	l in long.
14	М	м	Em	m in man.
15	Н	н	En	n in no.
16	О	о	O	o in note.
17	П	п	Pay	p in pay.
18	Р	р	Airr	r in error.
19	С	с	Es	s in say.
20	Т	т	Tay	t in tea.
21	У	у	Oo	oo in boot.
22	Ф	ф	Ef	f in fold.
23	Х	х	Khah	kh (like the German ch).
24	Ц	ц	Tsay	ts in hoots.
25	Ч	ч	Chay	ch in church.
26	Ш	ш	Shah	sh in shawl.
27	Щ	щ	Shtshah	shtsh.
28	Ъ	ъ	Year[1]	Always silent.
29	Ы	ы	Yearee	u (like the German ü).
30	Ь	ь	Year[2]	(')
31	Ѣ	ѣ	Yat'	ye in yea.
32	Э	э	Eh	e in met.
33	Ю	ю	Yoo	u in union.
34	Я	я	Yah	ia in Christian.
35	Ѳ	ѳ	Feeta	ph in philosophy.
36	Ѵ	ѵ	Eezhitsah	i in bit.

[1] Tweerdee. [2] Myakhkee.

Small caps: А Е І Р С

SIGNATURE MARKS.

HOUSE AND SENATE DOCS.

H. Doc. 73, 58-3——2
S. Doc. 57, 58-3——2
S. Doc. 57, 58-3, pt 1——2
S. Doc. 57, 58-2, vol 1——2
H. Rep. 120, 58-3——2
S. Rep. 100, 58-3——2

SIGNATURE FOR PASTERS.

Regular signature mark used on job, adding—

(To face page —.)

If two or more pasters follow each other—

(To face page —.) No. 1, etc.

HEARINGS.

Use jacket number and some distinguishing marks, e. g.—

4321—LEGIS—08——2

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STANDARD PAGE MEASUREMENTS.

[Hand set.]

WIDTH OF PAGE.

Measure.	10-point.	8-point.	6-point.
Census	51⅛	64	85¼
Quarto	43¾	54¾	73
Statutes	38⅔+¼	48⅔	64¾
Professional papers	38⅓	48	64
Octavo (document)	31⅔	39⅓+¼	52¾
12mo	27	33¾	44¾
Law	26⅕	32¾	43½
General order	24⅔	30¾	41
Bill	36¼	45⅓	60½
Court decisions	27¾	34¾	46¼
Record	25⅓	31⅔	42¼
½ Census	24½+⅓	30⅔+½	41½
½ Quarto	21⅔	27	36

LENGTH OF PAGE.[a]

Census	67⅕	84	112
Quarto	63⅗	79½	106
Statutes	60	75	100
Professional papers	55	68⅔	91½
Octavo (document)	54	67½	89¾
12mo	48	60	79½
Law	48	60	79½
General order	38⅓	48	63¾
Bill	63⅗	79½	106
Court decisions	49	61	81¼

[a] Does not include head or foot slug.

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Standard page measurements—Continued.

[Monotype.]

NARROW.

Measure.	6 set.	8 set.	10½ set.	12 set.
Army and Navy	[4]61.5	45½.6	34½.6	30½.1
Bill (regular and engrossed)	[2]60¾.1	45½	34½.2	30.7
Enrolled	73½			36½.4
Indorsements	36¼	27.1	20½.2	18.2
Blue Book index (without rule)	[2]16¾.1	12½.1	9½.1	8.7
Census	85½	64.1	48½.3	42½.5
Census bulletin	[2]77½.1	57½.7	44	38½.2
Court decisions	46½	34½.6	26.8	23.5
Court of Claims	37½	28.2	21.6	18½.5
Side notes	[2]8¾.1	6½.1	5	4.7
Digest appropriations	79¼	59.6	45.2	39½.2
Document	53	39½.4	30.3	26½
Gazette index and decisions	69½	52.2	39½.4	34½.5
General order	41¼	30½.7	23.8	20½.2
Jefferson papers	40¾	30½	23.3	20.6
Law	[2]43¾.1	32½.5	24½.8	21½.7
Side notes	[2]8¾.1	6½.1	5	4.7
Library catalogue slip	[3]48.2	36.1	27.7	24.1
Nautical Almanac	67½	50½.1	38.8	33½.5
Professional papers	[3]64.2	48	36½	32.1
Quarto	73¼	54½.6	41½.3	36½.2
Record	[3]85¾.2	64.5	48½.7	42½.7
Revised Statutes	65	48½.3	37	32½
Side notes	[3]11½.2	8½.4	6½.2	5½.5
Tide tables	69½	52.2	39½.4	34½.5
12mo	[2]45.1	33½.5	25½.3	22½

BROAD.

Bill	106	79.7	60.6	53
Census	112	83½.7	63½.5	56
Court decisions	81¼	60½.6	46.4	40½.2
Document	90	67.8	51.4	45
General order	63¾	47½.4	36.5	31½.6
Law	79½	59½.1	45.5	39½.5
Professional papers	91½	68½.1	52.2	45½.5
Quarto	106	79.7	60.6	53
Revised Statutes	100	74½.7	56½.8	50
12mo	79½	59½.1	45.5	39½.5

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Standard page measurements—Continued.

[Monotype.]

HALF NARROW.

Measure.	6 set.	8 set.	10½ se	
Army and Navy	29¾	22.5	16½.	
Bill	29¼	21½.6	16½	
Census	[3]41½.2	31.3	23½	
Census bulletin	[2]37½.1	28.2	21.7	18½.5
Court decisions	[3]22½.2	16½.8	12½.7	11.5
Digest appropriations	39	29.4	22.4	19½
Document	[4]25½.3	19.4	14½.2	12½.6
Gazette decisions, etc	[3]33¾.2	25.7	19.6	16½.8
General order	20	15	11.7	10
Law	[2]21¼.1	15½.8	12.2	10½.3
Professional papers	[3]31¼.2	23.8	17½.6	15½.3
Quarto	36	26½.8	20½	18
Record	42¼	31½.2	24.1	21.2
Revised Statutes	[3]31¾.2	23½.6	18.2	15½.7
Specifications	[3]33¾.2	25.7	19.6	16½.8
12mo	[3]21¾.2	16.6	12.8	10½.7

NOTE.—Third narrow: Census—6 set, [4]27¼.3; 8 set, 20½; 10½ set, 15¼.2; 12 set, 13¼.3. Document—6 set, [3]16¾.2; 8 set, 12¼.2; 10½ set, 9¼.1; 12 set, 8.7.

Superior figures indicate number of thicknesses of keyboard paper to be added to measure on casting machine.

Operators should always give the caster the 6 set measurement on all measures.

RONALDSON MEASURE NARROW.

[Use S-2 stop bar and C-1 layout on all Ronaldson.]

Measure.	6 point (7¼ set).	8 point (8¼ set).	10 point (10 set).	11 point (11 set).
Census	70½	60	51.2	46½.3
Court decisions	38.7	32½.3	27½.7	25.6
Document	43¾	37.7	31½.5	28½.5
Half document	21¼	18.2	15.7	14
General order	34.2	29.1	24½.5	22.7
Law	36¼	30½.5	26.3	23½.6
Professional papers	52½.6	45.1	38.6	34½.6
Quarto	60.7	51½	43½.5	39½.7
Record	35	29½.6	25.6	23.1

FROM KFI 5918

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STATES, TERRITORIES, AND COUNTIES.

Note the orthography in names of the following counties:

Allegany in Maryland and New York.
Alleghany in North Carolina and Virginia.
Allegheny in Pennsylvania.
Andrew in Missouri.
Andrews in Texas.
Aransas in Texas.
Arkansas in Arkansas.
Barber in Kansas.
Barbour in Alabama and West Virginia.
Brooke in West Virginia.
Brooks in Georgia.
Brown in all cases.
Bulloch in Georgia.
Bullock in Alabama.
Burnet in Texas.
Burnett in Wisconsin.
Clarke in Alabama, Georgia, Iowa, Mississippi, Virginia, and Washington; all others Clark.
Coffee in Alabama, Georgia, and Tennessee.
Coffey in Kansas.
Coal in Oklahoma.
Cole in Missouri.
Cook in Illinois and Minnesota.
Cooke in Texas.
Davidson in North Carolina and Tennessee.
Davison in North Dakota.
Davie in North Carolina.
Daviess in Indiana, Kentucky, and Missouri.
Davis in Iowa and Utah.
Dickenson in Virginia.
Dickinson in Iowa, Kansas, and Michigan.
Dickson in Tennessee.
Douglas in all cases.
Glascock in Georgia.
Glasscock in Texas.
Green in Kentucky and Wisconsin; all others Greene.
Johnston in North Carolina and Oklahoma; all others Johnson.
Kearney in Nebraska.
Kearny in Kansas.
Lawrence in all cases.
Loudon in Tennessee.
Loudoun in Virginia.
Park in Colorado and Montana.
Parke in Indiana.
Pottawattamie in Iowa.
Pottawatomie in Kansas.
Sanders in Montana.
Saunders in Nebraska.
Smyth in Virginia; all others Smith.
Stanley in South Dakota.
Stanly in North Carolina.
Stark in Illinois, North Dakota, and Ohio.
Starke in Indiana.
Stephens in Georgia and Texas.
Stevens in Kansas, Minnesota, and Washington.
Storey in Nevada.
Story in Iowa.
Terrell in Georgia and Texas.
Tyrrell in North Carolina.
Vermilion in all cases.
Woods in Oklahoma; all others Wood.

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ALABAMA.

Autauga.	Conecuh.	Houston.	Morgan.
Baldwin.	Coosa.	Jackson.	Perry.
Barbour.	Covington.	Jefferson.	Pickens.
Bibb.	Crenshaw.	Lamar.	Pike.
Blount.	Cullman.	Lauderdale.	Randolph.
Bullock.	Dale.	Lawrence.	Russell.
Butler.	Dallas.	Lee.	St. Clair.
Calhoun.	Dekalb.	Limestone.	Shelby.
Chambers.	Elmore.	Lowndes.	Sumter.
Cherokee.	Escambia.	Macon.	Talladega.
Chilton.	Etowah.	Madison.	Tallapoosa.
Choctaw.	Fayette.	Marengo.	Tuscaloosa.
Clarke.	Franklin.	Marion.	Walker.
Clay.	Geneva.	Marshall.	Washington.
Cleburne.	Greene.	Mobile.	Wilcox.
Coffee.	Hale.	Monroe.	Winston.
Colbert.	Henry.	Montgomery.	

ARIZONA.

Apache.	Graham.	Navajo.	Santa Cruz.
Cochise.	Maricopa.	Pima.	Yavapai.
Coconino.	Mohave.	Pinal.	Yuma.
Gila.			

ARKANSAS.

Arkansas.	Dallas.	Lee.	Pope.
Ashley.	Desha.	Lincoln.	Prairie.
Baxter.	Drew.	Little River.	Pulaski.
Benton.	Faulkner.	Logan.	Randolph.
Boone.	Franklin.	Lonoke.	St. Francis.
Bradley.	Fulton.	Madison.	Saline.
Calhoun.	Garland.	Marion.	Scott.
Carroll.	Grant.	Miller.	Searcy.
Chicot.	Greene.	Mississippi.	Sebastian.
Clark.	Hempstead.	Monroe.	Sevier.
Clay.	Hot Spring.	Montgomery.	Sharp.
Cleburne.	Howard.	Nevada.	Stone.
Cleveland.	Independence.	Newton.	Union.
Columbia.	Izard.	Ouachita.	Van Buren.
Conway.	Jackson.	Perry.	Washington.
Craighead.	Jefferson.	Phillips.	White.
Crawford.	Johnson.	Pike.	Woodruff.
Crittenden.	Lafayette.	Poinsett.	Yell.
Cross.	Lawrence.	Polk.	

CALIFORNIA.

Alameda.	Kings.	Placer.	Sierra.
Alpine.	Lake.	Plumas.	Siskiyou.
Amador.	Lassen.	Riverside.	Solano.
Butte.	Los Angeles.	Sacramento.	Sonoma.
Calaveras.	Madera.	San Benito.	Stanislaus.
Colusa.	Marin.	San Bernardino.	Sutter.
Contra Costa.	Mariposa.	San Diego.	Tehama.
Del Norte.	Mendocino.	San Francisco.	Trinity.
Eldorado.	Merced.	San Joaquin.	Tulare.
Fresno.	Modoc.	San Luis Obispo.	Tuolumne.
Glenn.	Mono.	San Mateo.	Ventura.
Humboldt.	Monterey.	Santa Barbara.	Yolo.
Imperial.	Napa.	Santa Clara.	Yuba.
Inyo.	Nevada.	Santa Cruz.	
Kern.	Orange.	Shasta.	

COLORADO.

Adams.	Douglas.	La Plata.	Prowers.
Arapahoe.	Eagle.	Larimer.	Pueblo.
Archuleta.	Elbert.	Las Animas.	Rio Blanco.
Baca.	El Paso.	Lincoln.	Rio Grande.
Bent.	Fremont.	Logan.	Routt.
Boulder.	Garfield.	Mesa.	Saguache.
Chaffee.	Gilpin.	Mineral.	San Juan.
Cheyenne.	Grand.	Montezuma.	San Miguel.
Clear Creek.	Gunnison.	Montrose.	Sedgwick.
Conejos.	Hinsdale.	Morgan.	Summit.
Costilla.	Huerfano.	Otero.	Teller.
Custer.	Jefferson.	Ouray.	Washington.
Delta.	Kiowa.	Park.	Weld.
Denver.	Kit Carson.	Phillips.	Yuma.
Dolores.	Lake.	Pitkin.	

CONNECTICUT.

Fairfield.	Litchfield.	New Haven.	Tolland.
Hartford.	Middlesex.	New London.	Windham.

DELAWARE.

Kent.	Newcastle.	Sussex.

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FLORIDA.

Alachua.	Franklin.	Levy.	St. John.
Baker.	Gadsden.	Liberty.	St. Lucie.
Bradford.	Hamilton.	Madison.	Santa Rosa.
Brevard.	Hernando.	Manatee.	Sumter.
Calhoun.	Hillsboro.	Marion.	Suwanee.
Citrus.	Holmes.	Monroe.	Taylor.
Clay.	Jackson.	Nassau.	Volusia.
Columbia.	Jefferson.	Orange.	Wakulla.
Dade.	Lafayette.	Osceola.	Walton.
De Soto.	Lake.	Pasco.	Washington.
Duval.	Lee.	Polk.	
Escambia.	Leon.	Putnam.	

GEORGIA.

Appling.	Dekalb.	Jenkins.	Rockdale.
Baker.	Dodge.	Johnson.	Schley.
Baldwin.	Dooly.	Jones.	Screven.
Banks.	Dougherty.	Laurens.	Spalding.
Bartow.	Douglas.	Lee.	Stephens.
Ben Hill.	Early.	Liberty.	Stewart.
Berrien.	Echols.	Lincoln.	Sumter.
Bibb.	Effingham.	Lowndes.	Talbot.
Brooks.	Elbert.	Lumpkin.	Taliaferro.
Bryan.	Emanuel.	McDuffie.	Tattnall.
Bulloch.	Fannin.	McIntosh.	Taylor.
Burke.	Fayette.	Macon.	Telfair.
Butts.	Floyd.	Madison.	Terrell.
Calhoun.	Forsyth.	Marion.	Thomas.
Camden.	Franklin.	Meriwether.	Tift.
Campbell.	Fulton.	Miller.	Toombs.
Carroll.	Gilmer.	Milton.	Towns.
Catoosa.	Glascock.	Mitchell.	Troup.
Charlton.	Glynn.	Monroe.	Turner.
Chatham.	Gordon.	Montgomery.	Twiggs.
Chattahoochee.	Grady.	Morgan.	Union.
Chattooga.	Greene.	Murray.	Upson.
Cherokee.	Gwinnett.	Muscogee.	Walker.
Clarke.	Habersham.	Newton.	Walton.
Clay.	Hall.	Oconee.	Ware.
Clayton.	Hancock.	Oglethorpe.	Warren.
Clinch.	Haralson.	Paulding.	Washington.
Cobb.	Harris.	Pickens.	Wayne.
Coffee.	Hart.	Pierce.	Webster.
Colquitt.	Heard.	Pike.	White.
Columbia.	Henry.	Polk.	Whitfield.
Coweta.	Houston.	Pulaski.	Wilcox.
Crawford.	Irwin.	Putnam.	Wilkes.
Crisp.	Jackson.	Quitman.	Wilkinson.
Dade.	Jasper.	Rabun.	Worth.
Dawson.	Jeff Davis.	Randolph.	
Decatur.	Jefferson.	Richmond.	

HAWAII.

Hawaii.	Kauai.	Maui.	Oahu.
Kalawao.			

IDAHO.

Ada.	Bonner.	Idaho.	Oneida.
Bannock.	Canyon.	Kootenai.	Owyhee.
Bear Lake.	Cassia.	Latah.	Shoshone.
Bingham.	Custer.	Lemhi.	Twin Falls.
Blaine.	Elmore.	Lincoln.	Washington.
Boise.	Fremont.	Nez Perce.	

ILLINOIS.

Adams.	Dupage.	Jo Daviess.	Massac.
Alexander.	Edgar.	Johnson.	Menard.
Bond.	Edwards.	Kane.	Mercer.
Boone.	Effingham.	Kankakee.	Monroe.
Brown.	Fayette.	Kendall.	Montgomery.
Bureau.	Ford.	Knox.	Morgan.
Calhoun.	Franklin.	Lake.	Moultrie.
Carroll.	Fulton.	Lasalle.	Ogle.
Cass.	Gallatin.	Lawrence.	Peoria.
Champaign.	Greene.	Lee.	Perry.
Christian.	Grundy.	Livingston.	Piatt.
Clark.	Hamilton.	Logan.	Pike.
Clay.	Hancock.	McDonough.	Pope.
Clinton.	Hardin.	McHenry.	Pulaski.
Coles.	Henderson.	McLean.	Putnam.
Cook.	Henry.	Macon.	Randolph.
Crawford.	Iroquois.	Macoupin.	Richland.
Cumberland.	Jackson.	Madison.	Rock Island.
Dekalb.	Jasper.	Marion.	St. Clair.
Dewitt.	Jefferson.	Marshall.	Saline.
Douglas.	Jersey.	Mason.	Sangamon.

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ILLINOIS—Continued.

Schuyler.	Tazewell.	Washington.	Williamson.
Scott.	Union.	Wayne.	Winnebago.
Shelby.	Vermilion.	White.	Woodford.
Stark.	Wabash.	Whiteside.	
Stephenson.	Warren.	Will.	

INDIANA.

Adams.	Franklin.	Lawrence.	Rush.
Allen.	Fulton.	Madison.	St. Joseph.
Bartholomew.	Gibson.	Marion.	Scott.
Benton.	Grant.	Marshall.	Shelby.
Blackford.	Greene.	Martin.	Spencer.
Boone.	Hamilton.	Miami.	Starke.
Brown.	Hancock.	Monroe.	Steuben.
Carroll.	Harrison.	Montgomery.	Sullivan.
Cass.	Hendricks.	Morgan.	Switzerland.
Clark.	Henry.	Newton.	Tippecanoe.
Clay.	Howard.	Noble.	Tipton.
Clinton.	Huntington.	Ohio.	Union.
Crawford.	Jackson.	Orange.	Vanderburg.
Daviess.	Jasper.	Owen.	Vermilion.
Dearborn.	Jay.	Parke.	Vigo.
Decatur.	Jefferson.	Perry.	Wabash.
Dekalb.	Jennings.	Pike.	Warren.
Delaware.	Johnson.	Porter.	Warrick.
Dubois.	Knox.	Posey.	Washington.
Elkhart.	Kosciusko.	Pulaski.	Wayne.
Fayette.	Lagrange.	Putnam.	Wells.
Floyd.	Lake.	Randolph.	White.
Fountain.	Laporte.	Ripley.	Whitley.

IOWA.

Adair.	Davis.	Jefferson.	Pocahontas.
Adams.	Decatur.	Johnson.	Polk.
Allamakee.	Delaware.	Jones.	Pottawattamie.
Appanoose.	Des Moines.	Keokuk.	Poweshiek.
Audubon.	Dickinson.	Kossuth.	Ringgold.
Benton.	Dubuque.	Lee.	Sac.
Blackhawk.	Emmet.	Linn.	Scott.
Boone.	Fayette.	Louisa.	Shelby.
Bremer.	Floyd.	Lucas.	Sioux.
Buchanan.	Franklin.	Lyon.	Story.
Buena Vista.	Fremont.	Madison.	Tama.
Butler.	Greene.	Mahaska.	Taylor.
Calhoun.	Grundy.	Marion.	Union.
Carroll.	Guthrie.	Marshall.	Van Buren.
Cass.	Hamilton.	Mills.	Wapello.
Cedar.	Hancock.	Mitchell.	Warren.
Cerro Gordo.	Hardin.	Monona.	Washington.
Cherokee.	Harrison.	Monroe.	Wayne.
Chickasaw.	Henry.	Montgomery.	Webster.
Clarke.	Howard.	Muscatine.	Winnebago.
Clay.	Humboldt.	O'Brien.	Winneshiek.
Clayton.	Ida.	Osceola.	Woodbury.
Clinton.	Iowa.	Page.	Worth.
Crawford.	Jackson.	Palo Alto.	Wright.
Dallas.	Jasper.	Plymouth.	

KANSAS.

Allen.	Finney.	Linn.	Rice.
Anderson.	Ford.	Logan.	Riley.
Atchison.	Franklin.	Lyon.	Rooks.
Barber.	Geary.	McPherson.	Rush.
Barton.	Gove.	Marion.	Russell.
Bourbon.	Graham.	Marshall.	Saline.
Brown.	Grant.	Meade.	Scott.
Butler.	Gray.	Miami.	Sedgwick.
Chase.	Greeley.	Mitchell.	Seward.
Chautauqua.	Greenwood.	Montgomery.	Shawnee.
Cherokee.	Hamilton.	Morris.	Sheridan.
Cheyenne.	Harper.	Morton.	Sherman.
Clark.	Harvey.	Nemaha.	Smith.
Clay.	Haskell.	Neosho.	Stafford.
Cloud.	Hodgeman.	Ness.	Stanton.
Coffey.	Jackson.	Norton.	Stevens.
Comanche.	Jefferson.	Osage.	Sumner.
Cowley.	Jewell.	Osborne.	Thomas.
Crawford.	Johnson.	Ottawa.	Trego.
Decatur.	Kearny.	Pawnee.	Wabaunsee.
Dickinson.	Kingman.	Phillips.	Wallace.
Doniphan.	Kiowa.	Pottawatomie.	Washington.
Douglas.	Labette.	Pratt.	Wichita.
Edwards.	Lane.	Rawlins.	Wilson.
Elk.	Leavenworth.	Reno.	Woodson.
Ellis.	Lincoln.	Republic.	Wyandotte.
Ellsworth.			

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KENTUCKY.

Adair.	Edmonson.	Knox.	Ohio.
Allen.	Elliott.	Larue.	Oldham.
Anderson.	Estill.	Laurel.	Owen.
Ballard.	Fayette.	Lawrence.	Owsley.
Barren.	Fleming.	Lee.	Pendleton.
Bath.	Floyd.	Leslie.	Perry.
Bell.	Franklin.	Letcher.	Pike.
Boone.	Fulton.	Lewis.	Powell.
Bourbon.	Gallatin.	Lincoln.	Pulaski.
Boyd.	Garrard.	Livingston.	Robertson.
Boyle.	Grant.	Logan.	Rockcastle.
Bracken.	Graves.	Lyon.	Rowan.
Breathitt.	Grayson.	McCracken.	Russell.
Breckinridge.	Green.	McLean.	Scott.
Bullitt.	Greenup.	Madison.	Shelby.
Butler.	Hancock.	Magoffin.	Simpson.
Caldwell.	Hardin.	Marion.	Spencer.
Calloway.	Harlan.	Marshall.	Taylor.
Campbell.	Harrison.	Martin.	Todd.
Carlisle.	Hart.	Mason.	Trigg.
Carroll.	Henderson.	Meade.	Trimble.
Carter.	Henry.	Menifee.	Union.
Casey.	Hickman.	Mercer.	Warren.
Christian.	Hopkins.	Metcalfe.	Washington.
Clark.	Jackson.	Monroe.	Wayne.
Clay.	Jefferson.	Montgomery.	Webster.
Clinton.	Jessamine.	Morgan.	Whitley.
Crittenden.	Johnson.	Muhlenberg.	Wolfe.
Cumberland.	Kenton.	Nelson.	Woodford.
Daviess.	Knott.	Nicholas.	

LOUISIANA (parishes).

Acadia.	East Carroll.	Orleans.	St. Mary.
Ascension.	East Feliciana.	Ouachita.	St. Tammany.
Assumption.	Franklin.	Plaquemines.	Tangipahoa.
Avoyelles.	Grant.	Pointe Coupee.	Tensas.
Bienville.	Iberia.	Rapides.	Terrebonne.
Bossier.	Iberville.	Red River.	Union.
Caddo.	Jackson.	Richland.	Vermilion.
Calcasieu.	Jefferson.	Sabine.	Vernon.
Caldwell.	Lafayette.	St. Bernard.	Washington.
Cameron.	Lafourche.	St. Charles.	Webster.
Catahoula.	Lincoln.	St. Helena.	West Baton Rouge.
Claiborne.	Livingston.	St. James.	West Carroll.
Concordia.	Madison.	St. John the Baptist.	West Feliciana.
De Soto.	Morehouse.	St. Landry.	Winn.
East Baton Rouge.	Natchitoches.	St. Martin.	

MAINE.

Androscoggin.	Hancock.	Oxford.	Somerset.
Aroostook.	Kennebec.	Penobscot.	Waldo.
Cumberland.	Knox.	Piscataquis.	Washington.
Franklin.	Lincoln.	Sagadahoc.	York.

MARYLAND.

Allegany.	Carroll.	Harford.	St. Mary.
Anne Arundel.	Cecil.	Howard.	Somerset.
Baltimore.	Charles.	Kent.	Talbot.
Baltimore City.	Dorchester.	Montgomery.	Washington.
Calvert.	Frederick.	Prince George.	Wicomico.
Caroline.	Garrett.	Queen Anne.	Worcester.

MASSACHUSETTS.

Barnstable.	Essex.	Middlesex.	Suffolk.
Berkshire.	Franklin.	Nantucket.	Worcester.
Bristol.	Hampden.	Norfolk.	
Dukes.	Hampshire.	Plymouth.	

MICHIGAN.

Alcona.	Cass.	Gogebic.	Kalkaska.
Alger.	Charlevoix.	Grand Traverse.	Kent.
Allegan.	Cheboygan.	Gratiot.	Keweenaw.
Alpena.	Chippewa.	Hillsdale.	Lake.
Antrim.	Clare.	Houghton.	Lapeer.
Arenac.	Clinton.	Huron.	Leelanau.
Baraga.	Crawford.	Ingham.	Lenawee.
Barry.	Delta.	Ionia.	Livingston.
Bay.	Dickinson.	Iosco.	Luce.
Benzie.	Eaton.	Iron.	Mackinac.
Berrien.	Emmet.	Isabella.	Macomb.
Branch.	Genesee.	Jackson.	Manistee.
Calhoun.	Gladwin.	Kalamazoo.	Marquette.

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MICHIGAN—Continued.

Mason.	Muskegon.	Otsego.	Schoolcraft.
Mecosta.	Newaygo.	Ottawa.	Shiawassee.
Menominee.	Oakland.	Presque Isle.	Tuscola.
Midland.	Oceana.	Roscommon.	Van Buren.
Missaukee.	Ogemaw.	Saginaw.	Washtenaw.
Monroe.	Ontonagon.	St. Clair.	Wayne.
Montcalm.	Osceola.	St. Joseph.	Wexford.
Montmorency.	Oscoda.	Sanilac.	

MINNESOTA.

Aitkin.	Fillmore.	Martin.	St. Louis.
Anoka.	Freeborn.	Meeker.	Scott.
Becker.	Goodhue.	Millelacs.	Sherburne.
Beltrami.	Grant.	Morrison.	Sibley.
Benton.	Hennepin.	Mower.	Stearns.
Bigstone.	Houston.	Murray.	Steele.
Blue Earth.	Hubbard.	Nicollet.	Stevens.
Brown.	Isanti.	Nobles.	Swift.
Carlton.	Itasca.	Norman.	Todd.
Carver.	Jackson.	Olmsted.	Traverse.
Cass.	Kanabec.	Ottertail.	Wabasha.
Chippewa.	Kandiyohi.	Pine.	Wadena.
Chisago.	Kittson.	Pipestone.	Waseca.
Clay.	Koochiching.	Polk.	Washington.
Clearwater.	Lac qui Parle.	Pope.	Watonwan.
Cook.	Lake.	Ramsey.	Wilkin.
Cottonwood.	Lesueur.	Red Lake.	Winona.
Crow Wing.	Lincoln.	Redwood.	Wright.
Dakota.	Lyon.	Renville.	Yellow Medicine.
Dodge.	McLeod.	Rice.	
Douglas.	Mahnomen.	Rock.	
Faribault.	Marshall.	Roseau.	

MISSISSIPPI.

Adams.	Grenada.	Lincoln.	Sharkey.
Alcorn.	Hancock.	Lowndes.	Simpson.
Amite.	Harrison.	Madison.	Smith.
Attala.	Hinds.	Marion.	Sunflower.
Benton.	Holmes.	Marshall.	Tallahatchie.
Bolivar.	Issaquena.	Monroe.	Tate.
Calhoun.	Itawamba.	Montgomery.	Tippah.
Carroll.	Jackson.	Neshoba.	Tishomingo.
Chickasaw.	Jasper.	Newton.	Tunica.
Choctaw.	Jefferson.	Noxubee.	Union.
Claiborne.	Jefferson Davis.	Oktibbeha.	Warren.
Clarke.	Jones.	Panola.	Washington.
Clay.	Kemper.	Pearl River.	Wayne.
Coahoma.	Lafayette.	Perry.	Webster.
Copiah.	Lamar.	Pike.	Wilkinson.
Covington.	Lauderdale.	Pontotoc.	Winston.
De Soto.	Lawrence.	Prentiss.	Yalobusha.
Forest.	Leake.	Quitman.	Yazoo.
Franklin.	Lee.	Rankin.	
Greene.	Leflore.	Scott.	

MISSOURI.

Adair.	Dallas.	Livingston.	Randolph.
Andrew.	Daviess.	McDonald.	Ray.
Atchison.	Dekalb.	Macon.	Reynolds.
Audrain.	Dent.	Madison.	Ripley.
Barry.	Douglas.	Maries.	St. Charles.
Barton.	Dunklin.	Marion.	St. Clair.
Bates.	Franklin.	Mercer.	Ste. Genevieve.
Benton.	Gasconade.	Miller.	St. Francois.
Bollinger.	Gentry.	Mississippi.	St. Louis.
Boone.	Greene.	Moniteau.	St. Louis City.
Buchanan.	Grundy.	Monroe.	Saline.
Butler.	Harrison.	Montgomery.	Schuyler.
Caldwell.	Henry.	Morgan.	Scotland.
Callaway.	Hickory.	New Madrid.	Scott.
Camden.	Holt.	Newton.	Shannon.
Cape Girardeau.	Howard.	Nodaway.	Shelby.
Carroll.	Howell.	Oregon.	Stoddard.
Carter.	Iron.	Osage.	Stone.
Cass.	Jackson.	Ozark.	Sullivan.
Cedar.	Jasper.	Pemiscot.	Taney.
Chariton.	Jefferson.	Perry.	Texas.
Christian.	Johnson.	Pettis.	Vernon.
Clark.	Knox.	Phelps.	Warren.
Clay.	Laclede.	Pike.	Washington.
Clinton.	Lafayette.	Platte.	Wayne.
Cole.	Lawrence.	Polk.	Webster.
Cooper.	Lewis.	Pulaski.	Worth.
Crawford.	Lincoln.	Putnam.	Wright.
Dade.	Linn.	Ralls.	

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MONTANA.

Beaverhead.	Deerlodge.	Madison.	Sanders.
Broadwater.	Fergus.	Meagher.	Silverbow.
Carbon.	Flathead.	Missoula.	Sweet Grass.
Cascade.	Gallatin.	Park.	Teton.
Chouteau.	Granite.	Powell.	Valley.
Custer.	Jefferson.	Ravalli.	Yellowstone.
Dawson.	Lewis and Clark.	Rosebud.	

NEBRASKA.

Adams.	Deuel.	Johnson.	Redwillow.
Antelope.	Dixon.	Kearney.	Richardson.
Banner.	Dodge.	Keith.	Rock.
Blaine.	Douglas.	Keyapaha.	Saline.
Boone.	Dundy.	Kimball.	Sarpy.
Boxbutte.	Fillmore.	Knox.	Saunders.
Boyd.	Franklin.	Lancaster.	Scotts Bluff.
Brown.	Frontier.	Lincoln.	Seward.
Buffalo.	Furnas.	Logan.	Sheridan.
Burt.	Gage.	Loup.	Sherman.
Butler.	Garfield.	McPherson.	Sioux.
Cass.	Gosper.	Madison.	Stanton.
Cedar.	Grant.	Merrick.	Thayer.
Chase.	Greeley.	Nance.	Thomas.
Cherry.	Hall.	Nemaha.	Thurston.
Cheyenne.	Hamilton.	Nuckolls.	Valley.
Clay.	Harlan.	Otoe.	Washington.
Colfax.	Hayes.	Pawnee.	Wayne.
Cuming.	Hitchcock.	Perkins.	Webster.
Custer.	Holt.	Phelps.	Wheeler.
Dakota.	Hooker.	Pierce.	York.
Dawes.	Howard.	Platte.	
Dawson.	Jefferson.	Polk.	

NEVADA.

Churchill.	Eureka.	Lyon.	Washoe.
Douglas.	Humboldt.	Nye.	White Pine.
Elko.	Lander.	Ormsby.	
Esmeralda.	Lincoln.	Storey.	

NEW HAMPSHIRE.

Belknap.	Coos.	Merrimack.	Sullivan.
Carroll.	Grafton.	Rockingham.	
Cheshire.	Hillsboro.	Strafford.	

NEW JERSEY.

Atlantic.	Essex.	Monmouth.	Sussex.
Bergen.	Gloucester.	Morris.	Union.
Burlington.	Hudson.	Ocean.	Warren.
Camden.	Hunterdon.	Passaic.	
Cape May.	Mercer.	Salem.	
Cumberland.	Middlesex.	Somerset.	

NEW MEXICO.

Bernalillo.	Lincoln.	Roosevelt.	Taos.
Chaves.	Luna.	Sandoval.	Torrance.
Colfax.	McKinley.	San Juan.	Union.
Dona Ana.	Mora.	San Miguel.	Valencia.
Eddy.	Otero.	Santa Fe.	
Grant.	Quay.	Sierra.	
Guadalupe.	Rio Arriba.	Socorro.	

NEW YORK.

Albany.	Fulton.	Onondaga.	Seneca.
Allegany.	Genesee.	Ontario.	Steuben.
Broome.	Greene.	Orange.	Suffolk.
Cattaraugus.	Hamilton.	Orleans.	Sullivan.
Cayuga.	Herkimer.	Oswego.	Tioga.
Chautauqua.	Jefferson.	Otsego.	Tompkins.
Chemung.	Kings.	Putnam.	Ulster.
Chenango.	Lewis.	Queens.	Warren.
Clinton.	Livingston.	Rensselaer.	Washington.
Columbia.	Madison.	Richmond.	Wayne.
Cortland.	Monroe.	Rockland.	Westchester.
Delaware.	Montgomery.	St. Lawrence.	Wyoming.
Dutchess.	Nassau.	Saratoga.	Yates.
Erie.	New York.	Schenectady.	
Essex.	Niagara.	Schoharie.	
Franklin.	Onelda.	Schuyler.	

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NORTH CAROLINA.

Alamance.
Alexander.
Alleghany.
Anson.
Ashe.
Beaufort.
Bertie.
Bladen.
Brunswick.
Buncombe.
Burke.
Cabarrus.
Caldwell.
Camden.
Carteret.
Caswell.
Catawba.
Chatham.
Cherokee.
Chowan.
Clay.
Cleveland.
Columbus.
Craven.
Cumberland.
Currituck.
Dare.
Davidson.
Davie.
Duplin.
Durham.
Edgecombe.
Forsyth.
Franklin.
Gaston.
Gates.
Graham.
Granville.
Greene.
Guilford.
Halifax.
Harnett.
Haywood.
Henderson.
Hertford.
Hyde.
Iredell.
Jackson.
Johnston.
Jones.
Lenoir.
Lincoln.
McDowell.
Macon.
Madison.
Martin.
Mecklenburg.
Mitchell.
Montgomery.
Moore.
Nash.
New Hanover
Northampton.
Onslow.
Orange.
Pamlico.
Pasquotank.
Pender.
Perquimans.
Person.
Pitt.
Polk.
Randolph.
Richmond.
Robeson.
Rockingham.
Rowan.
Rutherford.
Sampson.
Scotland.
Stanly.
Stokes.
Surry.
Swain.
Transylvania.
Tyrrell.
Union.
Vance.
Wake.
Warren.
Washington.
Watauga.
Wayne.
Wilkes.
Wilson.
Yadkin.
Yancey.

NORTH DAKOTA.

Adams.
Barnes.
Benson.
Billings.
Bottineau.
Bowman.
Burleigh.
Cass.
Cavalier.
Dickey.
Dunn.
Eddy.
Emmons.
Foster.
Grand Forks.
Griggs.
Hettinger.
Kidder.
Lamoure.
Logan.
McHenry.
McIntosh.
McKenzie.
McLean.
Mercer.
Morton.
Nelson.
Oliver.
Pembina.
Pierce.
Ramsey.
Ransom.
Richland.
Rolette.
Sargent.
Stark.
Steele.
Stutsman.
Towner.
Traill.
Walsh.
Ward.
Wells.
Williams.

OHIO.

Adams.
Allen.
Ashland.
Ashtabula.
Athens.
Auglaize.
Belmont.
Brown.
Butler.
Carroll.
Champaign.
Clark.
Clermont.
Clinton.
Columbiana.
Coshocton.
Crawford.
Cuyahoga.
Darke.
Defiance.
Delaware.
Erie.
Fairfield.
Fayette.
Franklin.
Fulton.
Gallia.
Geauga.
Greene.
Guernsey.
Hamilton.
Hancock.
Hardin.
Harrison.
Henry.
Highland.
Hocking.
Holmes.
Huron.
Jackson.
Jefferson.
Knox.
Lake.
Lawrence.
Licking.
Logan.
Lorain.
Lucas.
Madison.
Mahoning.
Marion.
Medina.
Meigs.
Mercer.
Miami.
Monroe.
Montgomery.
Morgan.
Morrow.
Muskingum.
Noble.
Ottawa.
Paulding.
Perry.
Pickaway.
Pike.
Portage.
Preble.
Putnam.
Richland.
Ross.
Sandusky.
Scioto.
Seneca.
Shelby.
Stark.
Summit.
Trumbull.
Tuscarawas.
Union.
Van Wert.
Vinton.
Warren.
Washington.
Wayne.
Williams.
Wood.
Wyandot.

OKLAHOMA.

Adair.
Alfalfa.
Atoka.
Beaver.
Beckham.
Blaine.
Bryan.
Caddo.
Canadian.
Carter.
Cherokee.
Choctaw.
Cimarron.
Cleveland.
Coal.
Comanche.
Craig.
Creek.
Custer.
Delaware.
Dewey.
Ellis.
Garfield.
Garvin.
Grady.
Grant.
Greer.
Harper.
Haskell.
Hughes.
Jackson.
Jefferson.
Johnston.
Kay.
Kingfisher.
Kiowa.
Latimer.
Le Flore.
Lincoln.
Logan.
Love.
McClain.
McCurtain.
McIntosh.
Major.
Marshall.
Mayes.
Murray.
Muskogee.
Noble.
Nowata.
Okfuskee.
Oklahoma.
Okmulgee.
Osage.
Ottawa.
Pawnee.
Payne.
Pittsburg.
Pontotoc.
Pottawatomie.
Pushmataha.
Roger Mills.
Rogers.
Seminole.
Sequoyah.
Stephens.
Texas.
Tillman.
Tulsa.
Wagoner.
Washington.
Washita.
Woods.
Woodward.

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OREGON.

Baker.	Gilliam.	Lincoln.	Umatilla.
Benton.	Grant.	Linn.	Union.
Clackamas.	Harney.	Malheur.	Wallowa.
Clatsop.	Hood River.	Marion.	Wasco.
Columbia.	Jackson.	Morrow.	Washington.
Coos.	Josephine.	Multnomah.	Wheeler.
Crook.	Klamath.	Polk.	Yamhill.
Curry.	Lake.	Sherman.	
Douglas.	Lane.	Tillamook.	

PENNSYLVANIA.

Adams.	Clinton.	Lackawanna.	Pike.
Allegheny.	Columbia.	Lancaster.	Potter.
Armstrong.	Crawford.	Lawrence.	Schuylkill.
Beaver.	Cumberland.	Lebanon.	Snyder.
Bedford.	Dauphin.	Lehigh.	Somerset.
Berks.	Delaware.	Luzerne.	Sullivan.
Blair.	Elk.	Lycoming.	Susquehanna.
Bradford.	Erie.	McKean.	Tioga.
Bucks.	Fayette.	Mercer.	Union.
Butler.	Forest.	Mifflin.	Venango.
Cambria.	Franklin.	Monroe.	Warren.
Cameron.	Fulton.	Montgomery.	Washington.
Carbon.	Greene.	Montour.	Wayne.
Center.	Huntingdon.	Northampton.	Westmoreland.
Chester.	Indiana.	Northumberland.	Wyoming.
Clarion.	Jefferson.	Perry.	York.
Clearfield.	Juniata.	Philadelphia.	

PORTO RICO.

Aguadilla.	Guayama.	Mayaguez.	San Juan.
Arecibo.	Humacao.	Ponce.	

RHODE ISLAND.

Bristol.	Newport.	Providence.	Washington.
Kent.			

SAMOA.

Manua Island.	Tutuila Island.

SOUTH CAROLINA.

Abbeville.	Chesterfield.	Hampton.	Orangeburg.
Aiken.	Clarendon.	Horry.	Pickens.
Anderson.	Colleton.	Kershaw.	Richland.
Bamberg.	Darlington.	Lancaster.	Saluda.
Barnwell.	Dorchester.	Laurens.	Spartanburg.
Beaufort.	Edgefield.	Lee.	Sumter.
Berkeley.	Fairfield.	Lexington.	Union.
Calhoun.	Florence.	Marion.	Williamsburg.
Charleston.	Georgetown.	Marlboro.	York.
Cherokee.	Greenville.	Newberry.	
Chester.	Greenwood.	Oconee.	

SOUTH DAKOTA.

Armstrong.	Davison.	Jerauld.	Potter.
Aurora.	Day.	Kingsbury.	Roberts.
Beadle.	Deuel.	Lake.	Sanborn.
Bonhomme.	Dewey.	Lawrence.	Schnasse.
Boreman.	Douglas.	Lincoln.	Shannon.
Brookings.	Edmunds.	Lugenbeel.	Spink.
Brown.	Fall River.	Lyman.	Stanley.
Brule.	Faulk.	McCook.	Sully.
Buffalo.	Grant.	McPherson.	Tripp.
Butte.	Gregory.	Marshall.	Turner.
Campbell.	Hamlin.	Meade.	Union.
Charles Mix.	Hand.	Meyer.	Walworth.
Clark.	Hanson.	Miner.	Washabaugh.
Clay.	Hughes.	Minnehaha.	Yankton.
Codington.	Hutchinson.	Moody.	
Custer.	Hyde.	Pennington.	

TENNESSEE.

Anderson.	Clay.	Gibson.	Henry.
Bedford.	Cocke.	Giles.	Hickman.
Benton.	Coffee.	Grainger.	Houston.
Bledsoe.	Crockett.	Greene.	Humphreys.
Blount.	Cumberland.	Grundy.	Jackson.
Bradley.	Davidson.	Hamblen.	James.
Campbell.	Decatur.	Hamilton.	Jefferson.
Cannon.	Dekalb.	Hancock.	Johnson.
Carroll.	Dickson.	Hardeman.	Knox.
Carter.	Dyer.	Hardin.	Lake.
Cheatham.	Fayette.	Hawkins.	Lauderdale.
Chester.	Fentress.	Haywood.	Lawrence.
Claiborne.	Franklin.	Henderson.	Lewis.

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TENNESSEE—Continued.

Lincoln.	Montgomery.	Robertson.	Trousdale.
Loudon.	Moore.	Rutherford.	Unicoi.
McMinn.	Morgan.	Scott.	Union.
McNairy.	Obion.	Sequatchie.	Van Buren.
Macon.	Overton.	Sevier.	Warren.
Madison.	Perry.	Shelby.	Washington.
Marion.	Pickett.	Smith.	Wayne.
Marshall.	Polk.	Stewart.	Weakley.
Maury.	Putnam.	Sullivan.	White.
Meigs.	Rhea.	Sumner.	Williamson.
Monroe.	Roane.	Tipton.	Wilson.

TEXAS.

Anderson.	Donley.	Kendall.	Reeves.
Andrews.	Duval.	Kent.	Refugio.
Angelina.	Eastland.	Kerr.	Roberts.
Aransas.	Ector.	Kimble.	Robertson.
Archer.	Edwards.	King.	Rockwall.
Armstrong.	Ellis.	Kinney.	Runnels.
Atascosa.	El Paso.	Knox.	Rusk.
Austin.	Erath.	Lamar.	Sabine.
Bailey.	Falls.	Lamb.	San Augustine.
Bandera.	Fannin.	Lampasas.	San Jacinto.
Bastrop.	Fayette.	Lasalle.	San Patricio.
Baylor.	Fisher.	Lavaca.	San Saba.
Bee.	Floyd.	Lee.	Schleicher.
Bell.	Foard.	Leon.	Scurry.
Bexar.	Fort Bend.	Liberty.	Shackelford.
Blanco.	Franklin.	Limestone.	Shelby.
Borden.	Freestone.	Lipscomb.	Sherman.
Bosque.	Frio.	Live Oak.	Smith.
Bowie.	Gaines.	Llano.	Somervell.
Brazoria.	Galveston.	Loving.	Starr.
Brazos.	Garza.	Lubbock.	Stephens.
Brewster.	Gillespie.	Lynn.	Sterling.
Briscoe.	Glasscock.	McCulloch.	Stonewall.
Brown.	Goliad.	McLennan.	Sutton.
Burleson.	Gonzales.	McMullen.	Swisher.
Burnet.	Gray.	Madison.	Tarrant.
Caldwell.	Grayson.	Marion.	Taylor.
Calhoun.	Gregg.	Martin.	Terrell.
Callahan.	Grimes.	Mason.	Terry.
Cameron.	Guadalupe.	Matagorda.	Throckmorton.
Camp.	Hale.	Maverick.	Titus.
Carson.	Hall.	Medina.	Tom Green.
Cass.	Hamilton.	Menard.	Travis.
Castro.	Hansford.	Midland.	Trinity.
Chambers.	Hardeman.	Milam.	Tyler.
Cherokee.	Hardin.	Mills.	Upshur.
Childress.	Harris.	Mitchell.	Upton.
Clay.	Harrison.	Montague.	Uvalde.
Cochran.	Hartley.	Montgomery.	Valverde.
Coke.	Haskell.	Moore.	Van Zandt.
Coleman.	Hays.	Morris.	Victoria.
Collin.	Hemphill.	Motley.	Walker.
Collingsworth.	Henderson.	Nacogdoches.	Waller.
Colorado.	Hidalgo.	Navarro.	Ward.
Comal.	Hill.	Newton.	Washington.
Comanche.	Hockley.	Nolan.	Webb.
Concho.	Hood.	Nueces.	Wharton.
Cooke.	Hopkins.	Ochiltree.	Wheeler.
Coryell.	Houston.	Oldham.	Wichita.
Cottle.	Howard.	Orange.	Wilbarger.
Crane.	Hunt.	Palo Pinto.	Williamson.
Crockett.	Hutchinson.	Panola.	Wilson.
Crosby.	Irion.	Parker.	Winkler.
Dallam.	Jack.	Parmer.	Wise.
Dallas.	Jackson.	Pecos.	Wood.
Dawson.	Jasper.	Polk.	Yoakum.
Deaf Smith.	Jeff Davis.	Potter.	Young.
Delta.	Jefferson.	Presidio.	Zapata.
Denton.	Johnson.	Rains.	Zavalla.
Dewitt.	Jones.	Randall.	
Dickens.	Karnes.	Reagan.	
Dimmit.	Kaufman.	Red River.	

UTAH.

Beaver.	Grand.	Rich.	Uinta.
Boxelder.	Iron.	Salt Lake.	Utah.
Cache.	Juab.	San Juan.	Wasatch.
Carbon.	Kane.	Sanpete.	Washington.
Davis.	Millard.	Sevier.	Wayne.
Emery.	Morgan.	Summit.	Weber.
Garfield.	Piute.	Tooele.	

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VERMONT.

Addison.	Essex.	Orange.	Windham.
Bennington.	Franklin.	Orleans.	Windsor.
Caledonia.	Grand Isle.	Rutland.	
Chittenden.	Lamoille.	Washington.	

VIRGINIA.

Accomac.	Dickenson.	King William.	Princess Anne.
Albemarle.	Dinwiddie.	Lancaster.	Prince William.
Alexandria.	Elizabeth City.	Lee.	Pulaski.
Alleghany.	Essex.	Loudoun.	Rappahannock.
Amelia.	Fairfax.	Louisa.	Richmond.
Amherst.	Fauquier.	Lunenburg.	Roanoke.
Appomattox.	Floyd.	Madison.	Rockbridge.
Augusta.	Fluvanna.	Mathews.	Rockingham.
Bath.	Franklin.	Mecklenburg.	Russell.
Bedford.	Frederick.	Middlesex.	Scott.
Bland.	Giles.	Montgomery.	Shenandoah.
Botetourt.	Gloucester.	Nansemond.	Smyth.
Brunswick.	Goochland.	Nelson.	Southampton.
Buchanan.	Grayson.	New Kent.	Spottsylvania.
Buckingham.	Greene.	Norfolk.	Stafford.
Campbell.	Greenesville.	Northampton.	Surry.
Caroline.	Halifax.	Northumberland.	Sussex.
Carroll.	Hanover.	Nottoway.	Tazewell.
Charles City.	Henrico.	Orange.	Warren.
Charlotte.	Henry.	Page.	Warwick.
Chesterfield.	Highland.	Patrick.	Washington.
Clarke.	Isle of Wight.	Pittsylvania.	Westmoreland.
Craig.	James City.	Powhatan.	Wise.
Culpeper.	King and Queen.	Prince Edward.	Wythe.
Cumberland.	King George.	Prince George.	York.

WASHINGTON.

Adams.	Ferry.	Lincoln.	Stevens.
Asotin.	Franklin.	Mason.	Thurston.
Benton.	Garfield.	Okanogan.	Wahkiakum.
Chehalis.	Island.	Pacific.	Wallawalla.
Chelan.	Jefferson.	Pierce.	Whatcom.
Clallam.	King.	San Juan.	Whitman.
Clarke.	Kitsap.	Skagit.	Yakima.
Columbia.	Kittitas.	Skamania.	
Cowlitz.	Klickitat.	Snohomish.	
Douglas.	Lewis.	Spokane.	

WEST VIRGINIA.

Barbour.	Hancock.	Mineral.	Ritchie.
Berkeley.	Hardy.	Mingo.	Roane.
Boone.	Harrison.	Monongalia.	Summers.
Braxton.	Jackson.	Monroe.	Taylor.
Brooke.	Jefferson.	Morgan.	Tucker.
Cabell.	Kanawha.	Nicholas.	Tyler.
Calhoun.	Lewis.	Ohio.	Upshur.
Clay.	Lincoln.	Pendleton.	Wayne.
Doddridge.	Logan.	Pleasants.	Webster.
Fayette.	McDowell.	Pocahontas.	Wetzel.
Gilmer.	Marion.	Preston.	Wirt.
Grant.	Marshall.	Putnam.	Wood.
Greenbrier.	Mason.	Raleigh.	Wyoming.
Hampshire.	Mercer.	Randolph.	

WISCONSIN.

Adams.	Florence.	Marathon.	St. Croix.
Ashland.	Fond du Lac.	Marinette.	Sauk.
Barron.	Forest.	Marquette.	Sawyer.
Bayfield.	Grant.	Milwaukee.	Shawano.
Brown.	Green.	Monroe.	Sheboygan.
Buffalo.	Green Lake.	Oconto.	Taylor.
Burnett.	Iowa.	Oneida.	Trempealeau.
Calumet.	Iron.	Outagamie.	Vernon.
Chippewa.	Jackson.	Ozaukee.	Vilas.
Clark.	Jefferson.	Pepin.	Walworth.
Columbia.	Juneau.	Pierce.	Washburn.
Crawford.	Kenosha.	Polk.	Washington.
Dane.	Kewaunee.	Portage.	Waukesha.
Dodge.	La Crosse.	Price.	Waupaca.
Door.	Lafayette.	Racine.	Waushara.
Douglas.	Langlade.	Richland.	Winnebago.
Dunn.	Lincoln.	Rock.	Wood.
Eau Claire.	Manitowoc.	Rusk.	

WYOMING.

Albany.	Crook.	National Park Reservation.	Sweetwater.
Bighorn.	Fremont.	Natrona.	Uinta.
Carbon.	Johnson.	Sheridan.	Weston.
Converse.	Laramie.		

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TITLES OF RAILROADS.

Following is a partial list of the railroads in the United States. In abbreviating, use the initial letters, except St. for Saint; Ste. for Sainte; Ft. for Fort; S. W., N. W., etc., for Southwestern, Northwestern, etc.; R. R. for Railroad; Ry. for Railway; Co. for Company; usual abbreviation for states when occurring at end of name, as in example (1) following, and spell "of." (1) St. L. S. W. Ry. Co. of Tex., for St. Louis Southwestern Railway Company of Texas; (2) M. and St. L. R. R. for Minneapolis and St. Louis Railroad. The exception to the foregoing rule is the Maine Central Railroad, the abbreviation for which is Me. C. R. R.; the Michigan Central Railroad having the abbreviation M. C. R. R.

Aberdeen and Asheboro Railroad.
Alabama and Vicksburg Railway.
Alabama Great Southern Railroad.
Ann Arbor Railroad.
Apalachicola Northern Railroad.
Arizona and New Mexico Railway Company.
Astoria and Columbia River Railway Company.
Atchison, Topeka and Santa Fe Railway.
Atlanta and Birmingham Air Line Railway.
Atlanta and West Point Railroad.
Atlanta, Birmingham and Atlantic Railroad.
Atlantic City Railroad.
Atlantic Coast Line Railroad.
Augusta Southern Railroad.

Baltimore and Ohio Railroad.
Baltimore, Chesapeake and Atlantic Railway.
Bangor and Aroostook Railroad.
Beaumont and Great Northern Railroad.
Bellingham Bay and British Columbia Railroad Company.
Bessemer and Lake Erie Railroad.
Boston and Maine Railroad.
Buffalo and Susquehanna Railway.
Buffalo, Rochester and Pittsburgh Railway.
Butte, Anaconda and Pacific Railway.

Canadian Pacific Railway.
Carolina and Northwestern Railway.
Carolina, Clinchfield and Ohio Railway.
Central Branch Railway Company.
Central Indiana Railway.
Central of Georgia Railway.
Central Railroad of New Jersey.
Central Vermont Railway.
Charleston and Western Carolina Railway.
Chattanooga Southern Railroad.
Chesapeake and Ohio Railway.
Chicago and Alton Railroad.
Chicago and Eastern Illinois Railroad.
Chicago and Erie Railroad.
Chicago and Northwestern Railway Company.
Chicago, Burlington and Quincy Railroad Company.
Chicago, Cincinnati and Louisville Railroad.
Chicago Great Western Railway Company.
Chicago, Indiana and Southern Railroad.
Chicago, Indianapolis and Louisville Railway.
Chicago, Kalamazoo and Saginaw Railway.
Chicago, Lake Shore and Eastern Railway Company.
Chicago, Milwaukee and St. Paul Railway Company.
Chicago, Peoria and St. Louis Railway of Illinois.
Chicago, Rock Island and El Paso Railway Company.
Chicago, Rock Island and Gulf Railway Company.
Chicago, Rock Island and Pacific Railway Company.
Chicago, St. Paul, Minneapolis and Omaha Railway Company.
Chicago Southern Railway Company.
Chicago Terminal Transfer Railroad Company.
Cincinnati and Muskingum Valley Railroad.
Cincinnati, Hamilton and Dayton Railway.
Cincinnati, New Orleans and Texas Pacific Railway.
Cincinnati Northern Railroad.
Cleveland, Akron and Columbus Railway.
Cleveland, Cincinnati, Chicago and St. Louis Railway.
Coal and Coke Railway.
Colorado and Southern Railway Company.
Colorado and Wyoming Railway Company.
Colorado Midland Railway Company.
Columbia and Puget Sound Railroad Company.
Columbia, Newberry and Laurens Railroad.
Copper Range Railroad.
Corvallis and Eastern Railroad Company.
Cumberland and Pennsylvania Railroad.
Cumberland Valley Railroad.

Danville and Western Railway.
Delaware and Eastern Railway.
Delaware and Hudson Company.
Delaware, Lackawanna and Western Railroad.
Denver and Rio Grande Railroad Company.
Denver, Northwestern and Pacific Railway.
Detroit and Mackinac Railway.
Detroit, Grand Haven and Milwaukee Railway.
Detroit, Toledo and Ironton Railway.
Des Moines, Iowa Falls and Northern Railway.
Duluth and Iron Range Railroad.
Duluth and Northern Minnesota Railway.
Duluth and Northeastern Railroad.
Duluth, Missabe and Northern Railway.
Duluth, South Shore and Atlantic Railway.
Dunkirk, Allegheny Valley and Pittsburgh Railroad.

Eastern Railway of New Mexico.
Elgin, Joliet and Eastern Railway.
El Paso and Southwestern Company.
Erie Railroad.
Escanaba and Lake Superior Railroad.
Eureka and Palisade Railway Company.
Evansville and Indianapolis Railroad.
Evansville and Terre Haute Railroad.

Florida Central Railroad.
Florida East Coast Railway.
Florida Railway.
Fonda, Johnstown and Gloversville Railroad.
Fort Smith and Western Railroad Company.
Fort Worth and Denver City Railway Company.
Fort Worth and Rio Grande Railway Company.

Georgia and Florida Railway.
Georgia Coast and Piedmont Railroad.
Georgia, Florida and Alabama Railway.
Georgia Northern Railway of Georgia.
Georgia Railroad.
Georgia Southern and Florida Railway.
Gila Valley, Globe and Northern Railway Company.
Grand Canyon Railway Company.
Grand Rapids and Indiana Railway.
Grand Trunk Railway of Canada.
Grand Trunk Western Railway.
Great Northern Railway.
Green Bay and Western Railroad.
Gulf and Interstate Railway Company of Texas.
Gulf and Ship Island Railroad.
Gulf, Colorado and Santa Fe Railway Company.
Gulf Line Railway.

Hocking Valley Railway.
Houston and Texas Central Railroad Company.
Houston East and West Texas Railway Company.

Idaho and Washington Northern Railroad Company.
Idaho Northern Railway Company.
Illinois Central Railroad.
Illinois, Iowa and Minnesota Railway.
Illinois Southern Railway.
International and Great Northern Railroad Company.
Iowa Central Railway.

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Kansas City, Clinton and Springfield Railway Company.
Kansas City, Mexico and Orient Railway Company.
Kansas City Southern Railway Company.
Kansas City Southwestern Railway Company.

Lake Erie and Western Railroad.
Lake Shore and Michigan Southern Railway.
Lancaster and Chester Railway.
Las Vegas and Tonopah Railroad Company.
Leavenworth and Topeka Railway Company.
Lehigh and Hudson River Railway.
Lehigh and New England Railroad.
Lehigh Valley Railroad.
Lexington and Eastern Railway.
Long Island Railroad.
Louisiana and Arkansas Railway Company.
Louisiana and Northwest Railroad Company.
Louisiana Railway and Navigation Company.
Louisiana Western Railroad Company.
Louisville and Atlantic Railroad.
Louisville and Nashville Railroad.
Louisville, Henderson and St. Louis Railway.

Macon and Birmingham Railway.
Macon, Dublin and Savannah Railroad.
Maine Central Railroad.
Manistee and Grand Rapids Railroad.
Manistee and Luther Railroad.
Manistee and Northeastern Railroad.
Manistique Railway.
Maryland and Pennsylvania Railroad.
Michigan Central Railroad.
Midland Valley Railroad Company.
Minneapolis and St. Louis Railroad.
Minneapolis, St. Paul and Sault Ste. Marie Railway.
Minnesota and International Railway.
Mississippi Central Railroad.
Mississippi River and Bonne Terre Railway.
Missouri and North Arkansas Railroad Company.
Missouri, Kansas and Texas Railway Company.
Missouri, Oklahoma and Gulf Railway Company.
Missouri Pacific Railway Company.
Missouri Southern Railroad Company.
Mobile and Ohio Railroad.
Mobile, Jackson and Kansas City Railroad.
Montana Central Railway.
Montana Railroad.
Morgan's Louisiana and Texas Railroad and Steamship Company.
Munising Railway.

Nashville, Chattanooga and St. Louis Railway.
Nevada and California Railway Company.
Nevada-California-Oregon Railway.
Nevada Central Railroad Company (The).
Nevada Northern Railway Company.
New Orleans Great Northern Railroad.
Newton and Northwestern Railroad.
New York and Pennsylvania Railway.
New York Central and Hudson River Railroad.
New York, Chicago and St. Louis Railroad.
New York, New Haven and Hartford Railroad.
New York, Ontario and Western Railway.
New York, Philadelphia and Norfolk Railroad.
New York, Susquehanna and Western Railroad.
Norfolk and Southern Railway.
Norfolk and Western Railway.
Northern Alabama Railway.
Northern Central Railway.
Northern Pacific Railway.
Northwestern Pacific Railroad Company.

Ohio River and Western Railway.
Oklahoma Central Railway Company.
Oregon Railroad and Navigation Company.
Oregon Short Line Railroad Company.

Pacific and Idaho Northern Railway Company.
Pacific Coast Railway Company.
Pennsylvania Company.
Pennsylvania Railroad.
Peoria and Eastern Railway.
Pere Marquette Railroad.
Philadelphia and Reading Railway.
Philadelphia, Baltimore and Washington Railroad.
Pittsburgh and Lake Erie Railroad.
Pittsburgh, Cincinnati, Chicago and St. Louis Railway.
Pittsburg, Shawmut and Northern Railroad.
Pontiac, Oxford and Northern Railroad.

Quincy, Omaha and Kansas City Railroad.

Reading and Columbia Railroad.
Richmond, Fredericksburg and Potomac Railroad.
Rio Grande Southern Railroad Company.
Rutland Railroad.

St. Joseph and Grand Island Railway.
St. Johnsbury and Lake Champlain Railroad.
St. Louis and Hannibal Railway.
St. Louis and San Francisco Railroad Company.
St. Louis, Brownsville and Mexico Railway Company.
St. Louis, Iron Mountain and Southern Railway Company.
St. Louis, San Francisco and Texas Railway Company.
St. Louis Southwestern Railway Company.
St. Louis Southwestern Railway Company of Texas.
San Antonio and Aransas Pass Railway Company.
Sandy River and Rangeley Lakes Railroad.
San Pedro, Los Angeles and Salt Lake Railroad Company.
Santa Fe Central Railway Company.
Santa Fe, Prescott and Phoenix Railway Company.
Seaboard Air Line Railway.
Southern Indiana Railway Company.
Southern Kansas Railway Company of Texas.
Southern Pacific Company.
Southern Railway.
South Georgia Railway.
Spokane, Portland and Seattle Railway Company.
Susquehanna and New York Railroad.

Texas and Gulf Railway Company.
Texas and New Orleans Railroad Company.
Texas and Pacific Railway Company.
Texas Central Railroad Company.
Texas Midland Railroad.
Texas Mexican Railway Company.
Texas Southern Railway Company.
Tidewater and Western Railroad.
Toledo and Ohio Central Railway.
Toledo and Western Railroad.
Toledo, Peoria and Western Railway.
Toledo, Saginaw and Muskegon Railway.
Toledo, St. Louis and Western Railroad.
Tombigbee Valley Railroad.

Ulster and Delaware Railroad.
Union Pacific Railroad.

Vandalia Railroad.
Vicksburg, Shreveport and Pacific Railway Company.
Virginia and Southwestern Railway.
Virginian Railway.

Wabash Railroad.
Western Maryland Railroad.
Western Pacific Railway Company.
Western Railway of Alabama.
West Jersey and Sea Shore Railroad.
Wheeling and Lake Erie Railroad.
Wichita Valley Railway Company.
Wisconsin and Michigan Railway.
Wisconsin Central Railway.
Wrightsville and Tennille Railroad.
Wyoming and Northwestern Railway.

Yazoo and Mississippi Valley Railroad.

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VOCABULARY OF DOUBLE WORDS.

Prefixes are in bold-faced type. When a suffix is preceded by a hyphen use the hyphen; if not, then make one word.

"The rest take the hyphen," "the rest one word," etc., mean all others of the class found in Webster's International Dictionary, from which this list was made and to which have been added a few office decisions.

Double words not found in this vocabulary or in the International Dictionary should be separated by a space unless instructions be given otherwise.

Many technical words pertaining to the animal, mineral, and vegetable kingdoms, as well as rare and obsolete words, have been omitted from this list. Writers on scientific subjects usually insist on an individual "style."

Preferred spellings are not indicated.

The abbreviation (a), for adjective; (adv.), for adverb; (n.), for noun; or (v.), for verb after a word restricts the use of the word to the part of speech indicated.

Plurals are omitted, as acre-foot (acre-feet), foot-pound (foot-pounds).

A.

able; compound all double words.
aboveboard, deck, said; the rest take the hyphen.
absent; compound all double words.
acorn-shell.
acre-foot.
actino-chemistry; the rest one word.
acute-angled.
addle-brain, -brained, -head, -headed, -pate, -pated, -patedness.
adjutant-general.
æstho-physiology.
after (when meaning a time to come make two words; other words not given take the hyphen) birth, brain, cast, clap, crop, eye, game, glow, grass, growth, guard, math, most, noon, pains, piece, shaft, taste, thought, wise.
aftmost.
ahorseback.
aid-de-camp, -major.
air-tight; adjectives take hyphen.
alcoholmeter, ometer.
alebench, berry, cost, hoof, house, -knight, taster, wife.
alkalimeter.
allbone, good, -hail (v.), heal, mouth, -possessed, seed, spice, where, work (n.).
alleyway.
alms; all one word.
alongshore, side.
alpenstock.
altarpiece.
alto-cumulus, -rilievo, -stratus.
amidships.
amperemeter, amperometer.
amylo (prefix); all one word.
anchor-hold.
andiron.
anglemeter, worm.
anglo (prefix); all one word, unless followed by cap, when use hyphen.
ant-bear, -cattle, -eater, -hill, -lion; when meaning anti, all one word.
ante-act, -mortem; the rest one word.
anti-trade; the rest one word, unless followed by cap, when use hyphen.
anybody, how, one, thing, thingarian, way, where, whither, wise.
apple-faced, -jack, -john.
aquamarine, puncture, tint.
aqueo-igneous.
arc-boutant.
arch, **archi** (prefix for chief); all one word.
archband, way.
argillo (prefix); takes the hyphen.
argus-eyed.
aristo; all one word except aristo paper.
armchair, hole, pit, rack.
armor-bearer, -plated.
arrowhead, root, wood, worm.
arsesmart.
artilleryman.
ash-fire, -furnace, -oven, weed.
assemblyman.
astro (prefix); all one word.
athwartships.
attorney-general.
auto-da-fe, -infection, -inoculation, -intoxication; the rest one word.
avant-courier, -guard.
away-going.
awe-stricken, -struck.
awl-shaped, wort.
axbreaker, fitch, man, stone.
axletree.
aye-aye, green.

B.

babyhouse.
backache, band, bite, biter, biting, -blocker, board, bond, bone, boned, cast, door (a.), down, fall, friend, furrow, gammon, ground, hand, handed, house, joint, lash, log, piece, plate, saw, set, settler, side (the rump), sight, slide, slider, sliding, staff, stairs (a.), stay, stitch, -strapped, sword, tack, wash, water, woods, woodsman, worm, wort.
bagman, nut, pipe, piper, reef, room, wig, worm.
baggageman.
ballpiece.
bain-marie.
bakehouse.
balance-reef.
bald-faced, head, headed, money, pate, pated, rib.
ballfish, -flower, proof, room.
bandbox, master.
bankside, -sided.
barfish, keeper, maid, master, mote, post, room, tender, way, wood.
bare (prefix); all one word.
barge (prefix); all one word.
barkbound.
barleybrake, -bree, corn.
barnburner, stormer, storming, yard.
baseball, board, born, -burner, -court.
basketwood.
bas-relief.
basso-rilievo.
basswood.
batfish, fowler, fowling, horse, man wing.
bathroom.
batsman.
bat's-wing.
battering-ram.
battle-ax, door, field.
bawdyhouse.
bay-antler, berry, bolt, -gall, man, wood.
beadhouse, roll, snake, work.
beakhead, iron.
be-all.
bearbane, berry, bind, herd, hound, skin, ward, wood, wort.
beaucatcher.
bedbug, chair, chamber, clothes, cord, fellow, gown, key, maker, -molding, pan, piece, plate, post, quilt, rid, ridden, right, room, side, site, sore, spread, staff, stead, straw, swerver, tick, time.

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beebread, -eater, hive, house, master.
beechnut.
beefeater, steak, -witted, -wood.
beerhouse.
beeswax, wing.
beetle-browed, head, -headed, stock.
beforehand, time.
behindhand.
bel-esprit.
bellbird,-faced, flower, man,-mouthed,-shaped, topper, wether, wort.
belle-lettrist.
belles-lettres.
bellyache, band, bound, -god, -pinched.
beriberi.
bi-iliac; the rest one word.
bigeye, horn, root, wig, -wigged.
billbeetle, board, bug, fish, head, hook, man, poster, sticker.
billet-doux, head.
billyboy, cock.
bindweed, with.
birdbolt, call, catcher, catching, -eyed, lime, man, seed, -witted.
bird's-beak, -eye, -foot, -mouth, -nesting, -tongue.
birthday, less, mark, night, place, right, root, wort.
bitstock.
bitterbark, blain, bloom, bump, nut, root, sweet, weed, wood, wort
blackball, band, belly, berry, bird, birder, birding, board, -browed, butt, cap, coat, cock, -eyed, -faced, feet, fellow, fin, fish, foot, guard, head, heart, -hearted, -jack, leg, -letter (a.), list (v.), mail, mailer, mailing, meat, -mouthed, poll, root, salter, smith, strap, tail, thorn, wall, wood, work.
bladderfish, nose, wort.
bladebone, fish.
blameworthy.
blancmange.
bleareeye, -eyed, eyedness.
blendwater.
blightbird.
blindball, fish, fold, story, worm, -your-eyes.
blink-eyed.
blockhead, headed, house, ship.
bloodbird, drop, flower, guiltiness, guiltless, guilty, hound, letter, letting, root, shed, shedder, shedding, shot, stick, stone, stroke, sucker, thirsty, ulf, -vascular, wite, wood, worm, wort.
bloodybones, -minded.
blowball, cock, fish, fly, gun, hole, -off, -out, pipe, tube.
blueback, beard, bell, berry, bill, bird, bottle, breast, bush, buttons, cap, coat, -eye, -eyed, fin, fish, gown, hearts, -john, nose, pointer, poll, print, start, stocking, stone, throat, -veined, wing, wood.
bluff-bowed, -headed.
blunderhead.
boar's-foot.
boatbill, house, man, -shaped, swain, -tail, woman.
boatsman.
bobbinwork.
bobcat, -cherry, fly, sled, sleigh, stay, tail, tailed, white.
bodyguard.
bogberry, sucker, trotter, trotting, wood.
bollworm.
bolthead, rope, sprit.
bombproof, shell.
bon-accord, bon, chrétien, duc, fire, mot.
bondholder, maid, man, slave, stone, woman.
bondsman, woman.
boneache, black, dog, fish, set, setter, setting.
bonnyclabber.
bookbinder, bindery, binding, case, craft, holder, keeper, keeping, land, -learned, maker, man, mark, mate, monger, plate, seller, selling, shelf, shop, stall, stand, store, work, worm.
bootblack, hose, jack, lick, maker, making, topping, tree.
boroughholder, master, monger, mongering, mongery.
bottlehead, holder, -nose, -nosed, screw.
bouts-rimés.
bowbell, bent, -compass, fin, grace, head, knot, leg, -legged, line, man, -pen, -pencil, -saw, shot, sprit, string, stringed, wood.
boxberry, fish, haul, hauling, -iron, keeper, thorn, wood.
brainpan, sick, sickly, sickness.
brand-new.
brass-visaged.
brazen-browed, face, faced.
breadbasket, fruit, nut, root, stuff, winner.
breakaway (n.), ax, bone, -circuit, down, man, neck, stone, -up, water.
breastband, beam, bone, -deep, fast, height, -high, hook, knot, pin, plate, plow, rail, rope, summer, weed, wood, work.
breechblock, cloth, loader, -loading.
brewhouse.
bric-a-brac.
brickbat, fielder, kiln, layer, laying, maker, making, work, yard.
bridesmaid, man.
brigadier-general.
bristle-pointed, -shaped, tail, wort.
broadax, bill, brim, -brimmed, cast, cloth, -horned, leaf, -leaved, mouth, piece, seal (v.), side, spread, spreading, sword, throat.
broncho-pneumonia; the rest one word.
brooklime, side, weed.
broomstick.
brother-in-law, wort.
browbeat, beating, bound, post, spot.
brownback, stone, wort.
buck-basket, board, eye, -eyed, horn, hound, jump, jumper, shot, skin, stall, tail, thorn, tooth, wheat.
buck's-horn.
bufferhead.
bufflehorn.
bug (prefix); all one word.
buhrstone.
built-up.
bulkhead.
bullbeggar, berry, comber, dog, faced, fice, fight, fighter, fighting, finch, fist, frog, head, headed, -necked, nut, -poll, pout, -roarer, rout, weed, wort.
bullet-proof.
bull's-eye, -nose.
bumboat, wood.
bumblebee, puppy.
bunch-backed, berry, flower.
bunghole.
burghmaster, mote.
burrstone.
bushboy, fighter, fighting, hammer, man, ranger, ranging, whacker, whacking.
bushelman.
businesslike.
busybody.
butterball, bird, bump, bur, cup, -fingered, fish, fly, man, milk, nut, -scotch, weed, weight, wort.
buttonball, bush, hole, mold, weed, wood.
by (prefix), all take the hyphen, except bygone, byname (v.), bypath, byplay, byroad, bystander, byway, byword, bywork.

C.

cabman, urn.
cabinetmaker, making, work.
cable-laid, way.
cachepot.
calcareo-argillaceous, -bituminous, -siliceous.
calfskin.
calicoback.
camber-keeled.
camel-backed.
camel's-hair (a.).
campfight.
camwood.
cancan, dock.
candleberry, bomb, fish, holder, light, power, stick, waster.
canebrake.
cankerberry, -root, weed, worm.
canvasback.
cap-a-pie, case, peak, sheaf, -square, stone.

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captain-general.
cargoose, load, lock, man.
cardboard, case.
care-tuned, worn.
carnal-minded, -mindedness.
carpetbag, bagger, monger, way, weed.
carryall, tale.
cartload, man, way, wright.
carvel-built.
case-bay, harden, hardened, hardening, mate, mated, weed, worm.
cashbook.
casse-tête.
castaway (n.), -iron (a), -off (a.).
castle-builder, -building, -guard, -ward.
catbird, boat, call, eye, -eyed, fall, fish, gut, -harping, -haw, head, -hole, mint, pipe, -rigged, -salt, -silver, stick, stitch, -tail.
catch-basin, drain, fly, -meadow, penny, water, weed, weight, word, work.
cater-cornered, -cousin.
cattleman.
causeway, wayed.
cavalryman.
cavo-rilievo.
centerbit, board, -fire (a.), piece, -second (a.).
cerebro-spinal.
cerecloth.
cesspipe, pool.
chainwork.
chalkcutter, stone.
chambermaid.
chance-medley.
chapbook, fallen, man.
char-a-bancs.
charterhouse.
charwoman.
chasse-café.
chatterbox.
cheap-jack, -john.
checkmate, rein, roll, string, work.
checkerberry, board, work.
cheesemonger, paring, wood.
chef-d'œuvre.
chess-apple, board, man, tree.
cheval-de-frise.
chiaroscuro.
chick-pea, weed.
chicken-breasted, -hearted, weed.
chief-justiceship.
childbearing, bed, birth, crowing.
chimney-breast, -piece.
chloralamide, imide.
chockablock, -full.
chopboat, church, fallen, house, -logic, stick.
chowchow.
Christcross, -row.
Christmastide.
chub-faced.
chucklehead, headed.
church-ale, -bench, goer, going, man, warden, wardenship, yard.
cinquefoil, -pace, -spotted.
circum (prefix); all one word.
cirro-cumulus, -filum, -nebula, stomatous, -stratus, -velum.
cis (prefix); all one word except followed by cap.
clambake.
clapboard, match, trap.
classman, mate.
clean-cut, -limbed, skins (n.), -timbered.
clear-boled, -cole, -cut, -headed, -seeing, -shining, -sighted, -sightedness, skins (n.), starch, starcher, story, weed, wing.
cleft-footed, graft.
clingstone, fish.
clinker-built.
clipper-built.
cloakroom.
clockbird, like, wise, work.
clodhopper, hopping, pate, pated, poll.
close-banded, -barred, -bodied, fisted, handed, handedness, hauled, mouthed, reefed, -stool, -tongued.
clotheshorse, line, pin, press.
cloudberry, -built, -burst, -capped, -compeller, land.
cloven-footed, -hoofed.
clubfist, fisted, foot, footed, hand, haul, house room, -rush, -shaped.
coachfellow, man, whip, wood.
co (prefix) -ally, -assessor, -legatee, -lessee, -lessor, -mate, -meddle, -regent, -relation, -religionist, -respondent, -sufferer; the rest one word.
coal-black, fish, goose, -meter, mouse, pit, sack, -whipper.
coastways, wise.
cobblestone.
cobhead, stone, swan, wall, web, webbed, webby, work.
cock-a-hoop, bill, boat, -brained, chafer, crow, crowing, eye, fight, fighting, head, horse, -laird, loft, master, match, -paddle, pit, roach, shy, spur, sure, swain, tail, up, weed.
cocklebur, shell.
cockscomb, combed, foot, head.
codfish, piece, worm.
coffeehouse, man, pot, room.
cofferdam, work.
cogware, wheel, wood.
cold-blooded, finch, -hearted, -heartedness, -short, -shut.
color-blind, -corporal, man.
combbroach, -shaped.
comedown, -outer.
comet-finder, -seeker.
commissary-general, -sergeant.
commonplace, weal, wealth.
concavo-concave, -convex.
consul-general.
convexo-concave, -convex, -plane.
cookbook, maid, room, shop.
cool-headed, -headedness, weed, wort.
cope-chisel, stone.
copper-belly, -bottomed, -faced, -fastened, head, -nickel, -nose, plate, smith, tail, wing, worm.
copple-crown, -crowned.
copsewood.
copyhold, holder, right.
coralberry, -rag, wort.
corkscrew, wing, wood.
cornbell, bind, cob, crake, crib, cutter, dodger, field, floor, flower, loft, muse, sheller, shuck, stalk, starch.
cornercap.
cornet-à-piston.
costal-nerved.
costermonger.
countfish, -wheel.
counteract, action, active, actively, balance, bore, brace (v.), buff, caster, change, changed, charge, charm, check, claim, -compony, -couchant, -courant, current, draw, faller, fleury, foil, force, fort, gage, guard, irritant, irritate, jumper, man, march, mark, mine, move, mure, natural, -paly, pane, part, passant, plead, plot, point, poise, pole, ponderate, prove, -roll, -salient, scarp, seal, secure, shaft, sign, sink, stand, step, stock, stroke, sunk, term, time, trippant, turn, vail, view, vote, weigh, weight, wheel, work.
countinghouse, room.
country-base, -dance, man, side, woman.
coupstick.
court-baron, bred, -craft, -house, -leet, like, -martial, -plaster, yard.
cousin-german.
couvre-feu.
coverlid, -point.
cowbane, berry, bind, bird, blakes, boy, catcher, fish, hearted, herb, herd, hide, itch, leech, leeching, lick, like, pea, -pilot, pox, quake, slip, slipped, weed, wheat.
crabeater, faced, hole, sidle, stick, -yaws.
crack-brained.
crackleware.
cracksman.
craftsman, master.
creamcake, -colored, cups, -faced, -fruit, -slice, -white.
crewelwork.
crib-biter, -biting, rose, work.
crisscross, -row.
croftland.
crop-ear, -eared, -tailed, weed.

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cross-armed, -banded, bar, barred, beak, beam, -bearer, -bedded, bill (zoology), -birth, bones, bow, bower, bowman, bred, breed, -bun, -cross-let, cut, -days, -examination, -examine, -examiner, -eye, -eyed, -fertilize, fish, flow, -garnet, grained, hatch, hatching, head, -interrogatory, jack, legged, patch, -pawl, piece, -purpose, -question, -reading, road, row, ruff, -spale, -springer, -staff, -stitch, -stone, -stratified, -stratification, -tail, -tie -tining, trees, -vaulting, way, -week, wise, wort.
crowbar, bell, berry, flower, foot, -quill, -silk, step, stone, toe, -trodden.
crownbeard, -imperial, piece, -post, -saw, work.
crumbcloth.
cubbridge-head.
cubby-hole, yew.
cubo-octahedral, octahedron.
cul-de-four, -de-sac.
culverhouse, key, tail, tailed.
cumu-cirro-stratus.
cumulo-cirrus, -nimbus, -stratus.
cupbearer, board, -gall, -moss, -rose, seed.
curbstone.
cure-all.
currycomb.
custom-house.
cutaway, lips, -off, -out, purse, throat, water, weed, work, worm.

D.

dairymaid, man, woman.
dare-devil, -deviltry.
dashboard, pot.
daughter-in-law.
dayberry, book, break, -coal, dream, dreamer, flower, fly, -labor (a.), -laborer (a.), light, mare, -net, -peep, spring, -star, time.
daysman.
deadbeat (a.), born, -eye, head, -hearted, -heartedness, house, latch, light, lock, man, -pay, -reckoning, -stroke, wood, works.
deaf-mute, -mutism.
dearborn, -bought, -loved.
deathbed, bird, blow, day, like, watch.
deathsman.
deckle-edged.
decoy-duck, -man.
deep-laid, -mouthed, -read, -sea (a.), -sinker, -waisted.
deerberry, grass, horn, hound, -neck, skin, stalker, stalking.
de-ethicise; the rest one word.
delftware.
demi-rilievo; the rest one word.
dentate-ciliate, -sinuate.
deskwork.
dessert-spoonful.
deutero-albumose, -elastose; the rest one word.
Deutero-Isaiah, -Niocene.
devil-diver, fish, wood.
dewberry, claw, cup, drop, fall, lap, lapped, -point, ret, rot, worm.
diamond-back, -shaped.
dicebox.
diesinker, sinking, stock.
dillydally.
dim-sighted, -sightedness.
diner-out.
dingdong.
direct-acting.
dishcloth, -faced, rag, washer, water.
ditty-bag, -box.
divi-divi.
do-all, -little, -naught, -nothing, -nothingism.
dock-cress, yard.
doeskin.
dogbane, berry, bolt, -brier, cart, draw, -eared, -faced, fish, -fox, -headed, -hearted, hole, leg, -legged, -rose, shore, sick, skin, sleep, stone, tie, tooth, trick, trot, vane, watch, -weary, wood.
domebook.
doodlesack.
doomsday.
doorbell, case, cheek, keeper, knob, latch, nail, plate, post, sill, stead, step, stone, stop, way, weed, yard.
dos-à-dos.
double-acting, -bank, -banked, -barreled, -beat (a.), -breasted, -charge, -decker, -dye, -dyed, -ender, -entendre, -eyed, -faced, ganger, -handed, -headed, -hearted, -hung, -loader, -lock, -milled, -minded, -quick, -ripper, -shade, -threaded, -tongue, -tongued, -tonguing, tree.
dough-baked, bird, boy, face, -faced, faceism, -kneaded, nut.
dovecot, -eyed, like, tail, wood.
downbear, bound, cast, come, comer, fall, fallen, falling, gyved, haul, hearted, hill, looked, lying, pour, right, -share, sitting, stairs, stream, stroke, take, throw, town, trod, trodden, weed, weigh.
draftsman.
dragbar, bolt, hound, link, man, net, rope.
dragonlike, wort.
drainpipe, tile, trap.
dramseller, shop.
drawback, bar, bench, bolt, bore, boy, bridge, -cut, filing, gear, gloves, head, knife, link, loom, net, plate, rod, shave, spring.
drawing-room.
dread-bolted, naught.
dreamland.
dressmaker, making.
driftbolt, piece, pin, way, weed, wind, wood.
drillmaster, stock.
dripstone.
drivebolt, pipe, way.
dronepipe.
droplight, stone, worm, wort.
drumbeat, fish, head, stick, wood.
dry-beat, -boned, -eyed, -fisted, nurse (v.), -rub, salter, saltery, -shod, -stone.
duckbill, -billed, -legged, meat, weed, wing.
duebill.
dugout, way.
dullhead; adjectives take hyphen.
dumb-bell, -waiter.
dungfork, hill, meer, yard.
dustbrush, man, pan, -point.
dyehouse, stuff, weed, wood.
dynamo (prefix) -electric; the rest one word.

E.

eagle-eyed, -sighted, stone, -winged, wood.
earache, -bored, cap, cockle, drop, drum, lap, lock, mark, -minded, pick, -piercer, reach, ring, -shell, shot, sore, -splitting, wax, wig, witness, worm.
earthbag, bank, board, born, bred, drake, fork, kin, nut, pea, quake, shock, star, -tongue, wolf, work, worm.
earthen-hearted, ware.
earthly-minded, -mindedness.
eastbound.
Eastertide.
east-insular.
easy-chair, -going.
eavedrop.
eavesdrop, dropper, dropping.
edgebone, shot.
egg-apple, -bird, -cup, -glass, hot, nog, plant, -shaped, shell.
egotheism.
eightfold, score.
elbowboard, chair, room.
electrogenesis, meter, metric, metrical, motor, phone, plate, plater, plating, scope, scopic, static, statics, tactic, technics, technical, tonic, tonicity, type, typer, typic, typing; other double words take the hyphen.
eleuthero-petalous.
elfland, lock.
elknut, wood.
elliptic-lanceolate.
ellwand.
elsewhere, whither.
ember-goose.
embryoplastic.

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emeto-cathartic.
empty-handed, -headed, -hearted.
end-all.
engineman, -sized.
entryman.
erecto-patent.
erelong, while.
erstwhile.
evenfall, handed, -minded, song, tide.
everduring, glade, green, lasting, lastingly, lastingness, living, more.
everybody, day (a.), one, thing, when, where.
evil-eyed, -favored, -favoredness, -minded, -mindedness.
ewe-necked.
ex (prefix for former condition or office held); all take hyphen.
excito (prefix); all take hyphen.
ex officio.
expressman.
extra (prefix) -articular, -axillar, -axillary, -ocular, -official, -red, -uterine; the rest one word.
ex-voto.
eyeball, bar, beam, bolt, bright, brow, cup, drop, flap, glance, glass, hole, lash, lid, -minded, piece, reach, salve, servant, service, shot, sight, sore, -splice, -spot, -spotted, stalk, stone, string, tooth, wash, water, wink, winker, witness.

F.

facework.
facsimile.
fag-end.
faint-hearted, -heartedly, -heartedness.
fair-leader, -mindedness, way; adjectives take hyphen.
fairyland.
falcon-beaked, bill, -gentil.
false-heartedness; adjectives take hyphen.
fancy-free, -sick, work.
fandangle, fish, foot, like, -nerved, tail, -tailed, -tan.
far-about, -extended, fetched, -off, -reaching, seeing, sighted, sightedness, -spread, -stretched.
farmer-general.
farmhouse, stead, yard.
fashion-monger, -mongering.
fatback, bird, -brained, head, -kidneyed, -witted.
father-in-law, land, -lasher.
fault-finder, -finding.
fausse-braye.
fawn-colored.
fearnaught.
feather-edge, few, -foil, -head, stitch, wing; adjectives take hyphen.
feeble-minded, -mindedness.
fee-faw-fum.
fellowfeel; the rest take hyphen.
felo-de-se.
fer-de-lance.
fernbird, gale.
ferret-eye.
ferro (prefix); all one word.
ferryboat, man.
fetterbush, lock.
fiber-faced.
fiddle-faddle, -shaped, stick, string, wood.
fieldcornet, cornetcy, fare, piece, work (military).
figurehead.
finback, foot, -footed, like, pike, -toed.
finedraw, drawer, drawn, spun, still, stiller, top.
firearm, back, ball, bird, board, bote, brand, brat, cracker, crest, dog, drake, -fanged, fish, flaire, flame, flaught, fly, lock, man, -new, place, proof, proofing, room, -set, side, stone, tail, warden, weed, wood, work, worm.
firmer-chisel.
firstborn, -class (a.), -hand, -rate (a.).
fish-bellied, berry, -block, gig, hawk, hook, like, monger, skin, -tackle, tail, way, wife, woman, wood.
five-corners, -finger, fold, -leaf, -leafed, -twenties.
flagman, -officer, ship, staff, stone, worm.
flame-colored.
flapdragon, -eared, jack, -mouthed.
flare-up, back.
flashboard.
flatbill, boat, -bottomed, -cap, fish, -footed, head, -headed, iron, -top, worm.
flaxbird, bush, -plant, seed, weed.
fleabane, -beetle, -bite, -bitten, -louse, seed, wort.
fleet-foot.
fleshmonger, pot.
fleur-de-lis.
flight-shot.
flimflam.
flint-hearted, lock, ware, wood.
flip-flap.
floorheads, walker.
flower-de-luce, -fence, -gentle, pot.
fluoranthene, hydric.
flushboard.
flutemouth.
fluvio-marine.
flyaway, bane, -bitten, blow, blown, boat, -case, catcher, -catching, eater, fish (n.), -fish (v.), man, speck, tail, trap, -up-the-creek, wort.
fogbow, dog, eater, fruit.
folkland, lore, mote.
foodstuffs.
fool-born, fish, hardihood, hardily, hardiness, hardy, -hasty.
foolscap.
foot-acre, ball, band, bath, board, boy, breadth, bridge, cloth, fall, fight, glove, halt, hill, hold, hook, hot, licker, light, man, mark, note, pace, pad, path, plate, -pound, -poundal, print, rope, -second, -sore, stalk, stall, step, stone, stool, -ton, way, worn.
forasmuch, ever.
fore (prefix) -night, -topgallant, -topmast, -topsail; the rest are one word, except the following, which are two words: bay, body, boot, bow, cabin, carriage, course, door, edge, elder, end, girth, hammer, leg, peak, piece, plane, rent, sheets, shore, sight (of a gun), tackle, tooth, world.
forget-me-not.
forkbeard, tail, -tailed.
forth (prefix); all one word.
forty-knot, -niner, -skewer, -spot.
foul-mouthed, -spoken.
foundershaft.
four-cornered, -eyed, -eyes, fold, footed, handed, -in-hand, -o'clock, pence, -poster, score, square, -way, -wheeled, -wheeler.
foxbane, berry, earth, fish, glove, hound, -hunting, like, tail.
fracto-cumulus, -nimbus, -stratus.
framework.
franc-tireur.
frank-chase, -fee, -ferm, -law, -marriage, pledge, -tenant, tenure.
freeboard, booter, booting, born, -denizen, -hand, -handed, -hearted, -heartedly, -heartedness, hold, holder, -liver, -living, -love, -lover, man, -martin, mason, masonic, masonry, -milling, -minded, -select, -selection, -selector, -soil, -soiler, -spoken, -spokenness, stone, -swimmer, -swimming, thinker, thinking, -tongued, will (a.).
freedman.
freshman, -water (a.).
fretwork.
frigate-built.
frontiersman.
frostbird, bite, -bitten, -blite, fish, plant, root, weed, work, wort.
fugleman.
full (prefix); adjectives and adverbs take the hyphen.
fundholder.
funnelform.

G.

gablock.
gad-about, bee, bush, fly, man, wall.
gaff-topsail.

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gainpain, say, sayer.
gallfly, nut, stone, wort.
galvano (prefix) -caustic, -cautery, -magnetic, -puncture; the rest one word.
gamecock, keeper.
gang-flower, gang, way.
gapingstock.
gap-toothed.
garboard, fish.
garden-gate.
gas-burner, light, tight.
gatehouse, man, post, way.
gazingstock.
gentlefolk, -hearted, man, manhood, manlike, manly, manliness, woman.
get-penny, -up.
getter-up.
ghostlike.
giddy-head, -headed, -paced.
gill-flirt, house.
gilt-edge, -edged, head, tail.
gimcrack.
gingerbread.
ginhouse, shop.
ginny-carriage.
girtline.
give-and-take.
glass-crab, eye, -faced, -gazing, house, -rope, -snail, -snake, -sponge, ware, weed, work, wort.
globo-cumulus.
glowfly, lamp, worm.
gluepot.
gnatworm.
goatbush, fish, herd, like, root, skin, stone, sucker, weed.
gobang, -between, -by, cart, -devil, down, -out.
godchild, daughter, father, mother, parent, send, speed, wit.
God-fearing, head.
goggle-eye, -eyed.
gold-beating, -bound, crest, cup, finch, finny, fish, -hammer, seed, smith, stone, tail, tit.
golden-eye, -eyed, -locks, pert, -rod, wing.
good-by, -fellowship, -humored, -humoredly, -looking, man, -natured, -naturedly, -tempered, wife.
goody-goody.
gooseberry, fish, foot, -rumped, wing, winged.
grainfield.
grandaunt, child, daughter, -ducal, father, fatherly, -guard, ma, mother, motherly, nephew, niece, pa, père, sire, son, uncle.
grape-eater, shot, stone, vine.
grasschat, -green, -grown, nut, hopper, plot.
graveclothes, digger, stone, yard.
gravelroot, stone, weed.
grayback, beard, fly, -haired, -headed, lag, pate, stone, wacke, wether.
great-bellied, coat, -grandchild, -granddaughter, -grandfather, -grandmother, -grandson, -hearted, -heartedness.
greedy-gut.
greenback, backer, bone, -broom, cloth, -eyed, finch, fish, gage, gill, grocer, head, hide, horn, house, -leek, room, sand, sauce, shank, -stall, stone, sward, weed, wing, withe, wood.
greyhound.
griddlecake.
gridiron.
grindstone.
gripsack.
gristmill.
gritrock, stone.
grogshop.
groomsman.
grosbeak, grain.
gross-headed.
grottowork.
groundberry, nut, work.
grubstake, worm.
guardfish, house, room.
guesswork.
guideboard, book, post.
guildhall.
guilt-sick.
gumboil, sucker.
gunboat, bright, flint, lock, powder, reach, room, shot, smith, smithery, smithing, stick, stock, stone.
gutta-percha, -trap.

H.

hagberry, born, but, butter, fish, -ridden, seed, -taper.
ha-ha.
hail-fellow, shot, stone, storm.
hairbird, breadth, -brown, brush, cloth, dresser, pin, -salt, splitter, splitting, spring, streak, tail.
half-and-half, beak, -blooded, -boot, -bound, -bred, -breed, -brother, -caste, cock, -cracked, -deck, -decked, -faced, -fish, -hatchet, -heard, -hearted, -hourly, -learned, -length, -mast, -moon, -pace, -penny, -pike, -port, -ray, -read, -sighted, -sister, -strained, -sword, -timbered, -tone (a.), -tongue, way, -wit, -witted, -yearly.
hall-mark, way.
hamfatter, shackle, string.
hammer-beam, cloth, -dressed, -harden, head, man, wort.
handball, barrow, bill, book, breadth, cart, cloth, craft, craftsman, cuff, fast, fish, -hole, kerchief, made, maid, maiden, saw, spike, spring, -tight, wheel, -winged, writing.
handy-dandy, fight, gripe, stroke.
hangbird, -by, dog, man, nail, nest, worm.
hanger-on.
haphazard.
hara-kiri.
hardbake, beam, -favoredness, fern, hack, head, -headedness, -heartedness, mouth, pan, spun, -tack, tail, ware; adjectives take hyphen.
harebell, brained, foot, -hearted, hound, lip, lipped.
harum-scarum.
harvest-home, man.
hatband, box, rack, stand, tree.
hatch-boat, way.
hausse-col.
hautgoût, pas.
hawkbill, bit, -eyed, weed.
hawser-laid.
haybird, bote, cock, -cutter, field, fork, loft, maiden, maker, making, mow, rack, rake, rick, stack, stalk, thorn.
hazelnut, wort.
headache, band, board, borough, -cheese, dress, first, foremost, fish, -hunter, -hunting, land, light, line, long, -lugged, man, mold, most, note, pan, piece, quarters, race, room, rope, sail, shake, spring, stall, stock, stone, strong, strongness, tire, waters, way, work.
healall.
hearsay.
hearsecloth, like.
heartache, break, breaking, broken, burn, burned, burning, dear, deep, felt, grief, pea, quake, rending, seed, shaped, sick, -spoon, stricken, strike, string, struck, swelling, wood, wort; other adjectives take hyphen.
hearthstone.
heart's-ease.
heathberry, clad.
heaven (prefix); adjectives take hyphen.
heavenly-minded, -mindedness.
heavy (prefix); adjectives take hyphen.
hedgeberry, born, bote, hog, pig, row.
heelball, fly, path, piece, post, spur, tap, tool.
hellbender. born, bred, brewed, broth, -cat, -diver, doomed, hag, -haunted, hoffite, hound, kite.
helmet-shaped.
helmsman.
helmwind.
helpmate, meet.
helter-skelter.
hemstitch, stitched.
henbane, bit, coop, fish, -hearted, house, hussy, peck, roost, ware.
henceforth, forward.
henchboy, man.
hepato (prefix) -pancreas; the rest one word.
herdbook, groom, man.
herdsman, woman.
hereabout, after, afterward, at, by, in, inafter, inbefore, into, of, on, to, tofore, unto, upon, with.
herringbone.
hetero-albumose, -infection; the rest one word.
heyday.
hidden-veined.
hidebound.

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high (prefix) binder, born, -boy, -churchism, -churchman, -churchmanship, flier, flying, -go, -heartedness, -hoe, -holder, -hole, land, -low, men, -mindedness, most, -priesthood, -priestship, road, -stepper, -top, way; other adjectives take hyphen.
hillberry, bird, side, top, wort.
hindberry, brain, gut.
hiphalt, -roofed, shot.
hoarfrost, stone.
hobbyhorse.
hobgoblin, nail, nailed, nob.
hocus-pocus.
hodgepodge.
hoecake, mother.
hogback, chain, choker, cote, fish, frame, herd, nose (a.), nut, pen, reeve, ringer, score, skin, sty, wash, weed, wort.
hogger-pipe, -pump.
hog's-back, -bane, -meat.
hogshead.
holstaway, way.
hoity-toity.
holdback, fast.
holder-forth.
hollow-hearted, -horned, wort.
holyday, stone, wood.
homeborn, -bound, -bred, -coming, -driven, -dwelling, -felt, field, -keeping, like, made, sick, sickness, -speaking, spun, stall, stead, steader, ward.
honey-bag, bee, berry, bird, comb, combed, dew, moon, -mouthed, stone, sucker, suckle, suckled, -sweet, -tongued, ware, wort.
hoodcap, wink, wort.
hoodman-blind.
hoofbound.
hook-billed, -nosed.
hopbine, -o'-my-thumb, scotch, -thumb, yard.
hornbeak, beam, bill, blende, blower, book, bug, fish, fly, foot, -mad, owl, pike, pipe, plant, pout, snake, stone, tail, weed, work, worm, wort, wrack.
horny-handed, head.
horror-stricken, -struck.
horseback, bane, -chestnut, -drench, fish, flesh, fly, foot, hair, head, heal, hide, hoof, -jockey, knop, laugh, -leech, -leechery, -litter, man, mint, nail, play, pond, power, -radish, rake, shoe, shoer, shoeing, tail, weed, whip, woman, wood, worm.
hostess-ship.
hotbed, -blooded, -brained, cockles, foot, -head, -headed, house, -livered, -mouthed, press, pressed, -short, -spirited, spur, spurred.
hôtel-de-ville, -dieu.
houndfish.
hourglass.
housebote, breaker, breaking, builder, carl, hold, holder, keeper, keeping, leek, line, maid, mate, room, warming, wife, wifely, wifery, work, wright.
howbeit, ever, soever.
huckle-backed, berry.
humblebee.
humpback, backed, -shouldered.
hunchback, backed.
hundredfold, weight.
huntsman.
hurdleman, work.
hurdy-gurdy.
hurly-burly.
husbandman.
hydra-tainted.
hydro (prefix) -electric, -extractor; the rest one word.
hypo-isotonic; the rest one word.

I.

iceberg, bird, bound, -built, fall, man, quake.
icy-pearled.
ideo (prefix) -motion, -motor; rest one word.
ihlang-ihlang.
ileo-ileostomy; the rest one word.
ill-favoredly, -favoredness, -naturedly, -naturedness, treat, -wisher; adjectives take hyphen.
imber-goose.
imp-pole.
in (English prefix) -going; the rest one word.
incense-breathing.
inchmeal, pin, worm.
incito-motor, -motory.
infra (prefix) -axillary, -red; the rest one word.
inhibitory-motor.
inkfish, horn, stand, stone.
innholder, keeper, yard.
ironbark, bound, clad, heads, master, monger, mongery, sides, smith, stone, ware, weed, wood, work, wort; other adjectives take hyphen.
ivory-bill, type.
ivy-mantled.

J.

jack-a-dandy, -a-lent, ass, -at-a-pinch, -at-all-trades, -at-the-hedge, bird, -by-the-hedge, daw, -in-a-box, -in-office, -in-the-bush, -in-the-green, -in-the-hedge, -in-the-pulpit, knife, man, -of-the-buttery, -of-the-clock, -o'-lantern, -on-both-sides, -out-of-office, pudding, saw, screw, slave, smith, snipe, stay, stone, straw, -with-a-lantern, wood.
jambone.
janus-faced, -headed.
jarfly, nut, -owl.
jawbone, -fall, -fallen, foot.
jayhawker.
jerry-builder, -built.
jet-black.
jill-flirt.
jim-crow.
jobbernowl.
johnadreams, -apple.
johnnycake, -jump-up.
joint-fir, -grass, -snake, weed, worm.
jolly-boat, tail.
journeyman, work.
judge-advocate, -advocate-general.
Jura-trias, -triassic.
juryman, -rigged.

K.

keelbill, fat, haul, man, rake, son.
keepsake.
kelpfish, ware, wort.
kentledge.
kettledrum, drummer.
keyboard, -cold, hole, note, seat, stone, way.
kickup.
kidney-form, -shaped, worm, wort.
killdeer, -joy.
kiln-dry, hole.
kind-hearted, -heartedness.
king-at-arms, bird, bolt, craft, cup, fish, fisher, -post, -rod.
kinsfolk, man, woman.
kipskin.
kirkman, yard.
kitchenmaid.
kiteflier, flying.
kneebrush, cap, -crooking, -deep, -high, joint, jointed, pan, piece.
knifeboard, -edge.
knight-errant, -errantry, -erratic, head.
knobberry, stick, weed.
knockabout, away, down, -knee, -kneed, stone.
knotberry, grass, horn, weed, wort.
know-all, -nothing, -nothingism.
knucklebone.
kohl-rabi.

L.

lace-bark, man, wing, -winged.
lackadaisy, aday, brain, luster.
lacwork.
ladybird, bug, clock, fish, -killer, -killing, like, love.
lake-dweller, weed.
lambale, kill, like, skin.
lampblack, fly, light, lighter, -post, wick.
landfall, flood, grave, holder, holding, lady, lock, locked, lord, lubber, man, mark, owner, owning, -poor, reeve, scape, slip, slide, waiter.
lantern-jawed.

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lapboard, dog, -jointed, stone, streak, -welded, wing, work.
large-acred, -handed, -hearted, -heartedness.
lasslorn.
latchkey, string.
lath-shaped, work.
lathereeve.
latticework.
laughworthy.
laughingstock.
laundryman.
law-abiding, breaker, breaking, giver, giving, maker, making, monger, suit.
lawyerlike.
layman, stall.
lazyback, bones.
leadbeater, wort.
leadsman.
leafcup, stalk; adjectives take hyphen.
lean-faced, -to, -witted.
leapfrog.
leasehold, holder, holding.
leave-taking.
leeboard, way.
leechcraft, eater.
left-handedness; adjectives take hyphen.
leg-of-mutton (a.).
lego-literary.
let-alone, -off, -up.
letterleaf, press, wood.
lickpenny, -spittle.
lie-de-vin.
lieno-intestinal.
lieutenant-colonel, -commander, -general, -governor.
lifeblood, boat, -giving, hold, like, likeness, long, mate, -preserver, -preserving, -saver, -saving, -size, spring, string, time, -weary.
light-boat, -headedness, -heartedly, -heartedness, -horseman, -house, man, -mindedness, -o'-love, room, -ship, -vessel, wood; adjectives take hyphen.
lighterman.
lignum-vitæ
like-minded.
lily-handed, -livered, wort.
limehound, kiln, stone, -twigged, wash (v.), water.
linchpin.
lineman.
linkboy, man, work.
linsey-woolsey.
lionfish, -heart, -hearted, like.
liquidambar.
listwork.
live-forever, long.
liverleaf, wort; adjectives take hyphen.
liveryman.
loadstar, stone.
loanmonger.
lobcock, scouse, sided, worm.
lobefoot, -footed.
lock-down, jaw, man, out, smith, up, -weir.
loco; all one word except loco weed.
lode-ship.
lodgepine, pole.
log-chip, cock, fish, man, roll, roller, rolling, -ship, wood.
loggerhead, headed, heads.
longbeak, beard, boat, bow, hand, -headedness, horn, jaw, leaf, -leaved, legs, nose, shanks, shore, shoreman, -sight, -sightedness, spun, spur, -stop, -sufferance, -suffering, tail, -tongue, ways, -windedness, wise; other adjectives take hyphen.
lookdown, out.
looker-on.
looking-glass.
loophole, holed, light.
lopseed; adjectives one word.
lotus-eater.
loud-mouthed, -voiced.
loup-cervier, -garou, -loup.
louseberry, wort.
loveflower, -in-a-mist, -in-idleness -lies-bleeding, lock, lorn, -making, -sick, -sickness.
loving-kindness.
lowbell, born, -boy, bred, -church, -churchism, -churchman, -churchmanship, land, lander, -lived, -minded, -mindedness, -necked, -pressure, -spirited, -spiritedness, -studded, -thoughted.
lower-case.
lozenge-shaped.
lugmark, sail, worm.
lute-backed, string.
lying-in.
lynx-eyed.

M.

macro-chemistry.
mad-apple, brain, brained, cap, -headed, house, man, stone, weed, wort.
magneto (prefix) -electric, -electricity, -optic, -optics; the rest one word.
maidpale, servant.
maidenhair, head, like.
mail-cheeked, clad, -shell.
main-gauche, -hamper, land, mast, pin, sail, sheet, spring, stay, top.
major-domo, -general.
make-belief, -believe, -game, -peace, shift, -up, weight.
making-iron, -up.
maltman, worm.
mammato-cumulus.
manbote, -eater, hole, -of-the-earth, -of-war, root, rope, servant, slaughter, slayer, stealer, stealing, trap, way.
mangel-wurzel.
mantelpiece, shelf, tree.
manyplies, root; the rest take hyphen.
maplike.
marblehead, wood; the rest take hyphen.
marchman, -ward.
mare's-nest, -tail.
marlberry, pit, stone.
marrowbone, fat.
marshbanker, fish, flower, wort.
mar-text.
masthead, house.
masterpiece, singer, wort.
matfelon, weed.
match-cloth, -coat, lock, maker, making.
matter-of-fact (a.).
maul-stick.
maxillo-mandibular, -palatine; the rest one word.
maybe, bird, bloom, bush, cock, fish, flower, hap, pole, pop, weed, wort.
meadowsweet, wort.
mealberry, time.
mealy-mouthed, -mouthedness.
mean-spirited, -spiritedness, time, while.
mechanico-chemical.
medico-legal.
medium-sized.
meetinghouse.
men-pleaser.
merchantman.
merestead, stone.
merry-andrew, -go-round, make, maker, making, meeting, thought, wing.
meseems.
messmate.
metalammonium, man, organic.
metecorn, wand.
metergram.
methylamine.
mezzo-rilievo, -soprano, tint, tinter, tinto.
micaceo-calcareous.
micro (prefix) -chemical, -chemistry, -geological, -geology, -millimeter, -organism, -photograph; the rest one word.
mid-age, -air, brain, -center, -channel, day, feather, gut, heaven, land, lent, main, night, -ocean, radius, rib, ship, shipe, -styled, summer, watch, way, week, wife, wifery, winter.
middle-age, -aged, -ground, man.
milepost, stone.
militiaman.
milk-fish, -livered, maid, man, sop, weed, wort.
millboard, -cake, dam, rind, -sixpence, stone, work, wright.
mince-meat.
minute-jack, man.
mischief-maker, -making.
miterwort.
mizzenmast.
mobcap.
mockbird.
mockingstock.

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moldboard, warp.
molebut, cast, -eyed, hill, skin.
money-maker, -making, wort.
monkey-bread, -cup, -pot, tail.
monkfish, flower.
monkshood.
mono-ideism; the rest one word.
monte-acid, -jus.
moonbeam, blind, blink, calf, -culminating, -eye, -eyed, -faced, fish, flower, glade, light, lighter, lit, raker, rise, sail, seed, set, shine, shiner, shiny, stone, stricken, struck, wort.
moot-hall, -house, -hill, man.
mopboard, stick.
mope-eyed, hawk.
moreland, over, pork.
morning-glory, tide.
mossback, banker, -grown, head, trooper, wort.
moth-eat, -eaten.
mother-in-law, land, -naked, -of-pearl, -of-thyme, wort.
motley-minded.
mouth-footed, -made, piece, root.
muddlehead, -headed.
muddy-headed, -mettled.
mulberry-faced.
muscle-bound.
mushroom-headed.
muskflower, melon, rat, wood.
muzzle-loader, -loading, wood.

N.

nailbrush, -headed, wort.
namby-pamby.
namesake.
nap-taking.
narrow (prefix), all take hyphen.
navel-string, wort.
navy-yard.
near-legged, sighted, sightedness.
neatherd.
neat's-foot (a.).
neckband, cloth, lace, laced, land, mold, plate, tie, wear, weed.
needlebook, bush, case, fish, -pointed, stone, tail, woman, work.
ne'er-do-well.
negrohead.
neo (prefix) takes hyphen when followed by cap; otherwise one word.
nerve-shaken.
netfish, veined, work.
nevermore, theless.
newcomer, model; adjectives all one word except -year.
newsboy, -letter, man, monger, paper, room, -vender, -writer.
niggerfish, head, toe.
nightcap, dress, fall, gown, jar, long, man, mare, shade, shirt, time; adjectives take hyphen.
nine-bark, -eyes, fold, holes, -killer, pence, pins, score.
ninnyhammer.
nipplewort.
nitro (prefix) -chloroform: the rest one word.
nobody, -man's land, way, where, whither, wise.
nobleman, -minded, -mindedness, woman.
nogglehead.
nol-pros (v.).
noli-me-tangere.
non-ego, -feasance, -pros (v.); the rest one word unless followed by cap.
nonesuch.
noonday, -flower, tide.
northbound, east, easter, easterly, eastern, eastward, eastwardly, west, wester, westerly, western, westward, westwardly.
nosebag, band, bleed, burn, fish, gay, smart.
notwheat, withstanding.
notchboard, weed.
notebook, worthy.
nowadays.
nursehound, maid, pond.
nurseryman.
nutbreaker, -brown, cracker, gall, hatch, hook, jobber, pecker, shell.

O.

oarfish, foot, -footed, lap, lock, weed.
oarsman.
oatcake, meal.
oathbreaking.
oblique-angled.
obtuse-angled, -angular.
occipito-axial, -mastoid.
odd-pinnate.
œil-de-bœuf, -de-perdrix.
off (prefix); all one word.
officeholder.
oftentimes.
ofttimes.
ohmmeter.
oilbird, cloth, fish, man, nut, sed, skin, stone.
old (prefix) -maidism, -womanishness; adjectives take hyphen.
oliveback, wood.
olla-podrida.
omnium-gatherum.
on-hanger, -looker, -looking, rush, set, to.
oneberry, self, -sidedly, -sidedness; adjectives take hyphen.
onionskin.
openbill, -handedness, -heartedly, -heartedness, work; adjectives take hyphen.
operameter.
orangeman, root, -tawny.
orang-outang.
ordnance-sergeant.
otherguise, where, while, wise.
out (prefix) bound, -patient; the rest one word unless followed by cap, or, adjectively, by "of," in which case use hyphen.
ovate (prefix), all words take hyphen.
ovenbird.
over (prefix) -arm, -busy, -garment, -sea (a.), sea (adv.); the rest one word.
oversman.
owl-eyed, light.
oxbane, bird, biter, bow, eye, -eyed, fly, gang, goad, head, heal, heart, hide, horn, like, lip, pecker, shoe, tongue.
oyster-green.

P.

packhouse, man, way.
paddlecock, fish, wood.
painstaker, taking, worthy.
paleface.
pallbearer. -mall.
Pan-American, -Anglican.
pan, all one word, except pan fish.
panelwork.
panic-stricken, -struck.
papier-maché.
para-anæsthesia; the rest one word.
party-coated, -colored.
passageway.
passer-by.
pass-key, man, over, -parole, port, word.
Passiontide.
pasteboard.
patchhead, work.
patent-hammered.
paternoster.
pathfinder, maker, way.
patrolman.
pattypan.
pawnbroker, broking.
paymaster.
paymaster-general.
peabird, chick, cock, fowl, grit, hen, -jacket, nut, stone.
peacebreaker, breaking, maker, making.
peachblow, -colored, wood, wort.
pearlash, berry, bush, -eyed, fish, fruit, stone, wort.
pear-shaped.
peascod, weep.
peau-d'orange.
pebblestone, ware.
peelhouse.
peephole.
pellmell (adv.).

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pencraft, fish, holder, knife, man, rack, stock, tail, trough, wiper, woman.
penny-a-liner, royal, weight, wort, worth.
penthouse, roof, stock.
pepperbrand, corn, grass, mint, wort.
pepsinhydrochloric.
peri-esophageal, the rest one word.
Permo-Carboniferous.
pesthouse.
peterman, wort.
pettychaps, wind.
phenylamine, auramine.
phosphor-bronze.
photo (prefix) -electric, -electricity, -electrograph, -electrotype, -engrave, -engraving, -epinasty, -etch, -etching; the rest one word.
physico (prefix) -mathematics, -philosophy, -theology; the rest one word.
pia-matral.
pianoforte.
pickaback, aninny, ax, back, -fault, lock, maw, mire, pack, penny, pocket, purse, thank.
piebald, man, plant, poudre.
piecemeal, mealed, work.
pierhead.
piezo-electric, -electricity.
pig-eyed, face, fish, foot, -headed, -headedness, -jawed, nut, pen, skin, -sticking, sty, tail, tailed, weed, widgeon.
pigeon-breasted, foot, -hearted, hole, -livered, toed.
pikeman, staff, tail.
pileworm, -worn, wort.
pillowcase.
pinbush, cushion, -eyed, feather, feathered, -fire, fish, fold, hold, patch, tail, -tailed, weed, worm.
pince-nez.
pinchcock, fist, penny.
pineapple, -clad, -crowned, drops, finch, sap, weed.
pink-eyed, fish, root, -sterned, weed, wood.
pipeclay (v.), fish, layer, laying, mouth, stem, stone, vine, wood, wort.
pissabed, asphalt.
pitapat, fall, falling, -hole, man, pan.
pitch-black, blende, -dark, -faced, fork, -ore, stone, work.
placeman, -proud.
plain-heartedness, tail; adjectives take hyphen.
plainsman.
plane-parallel.
planet-stricken, -struck.
plank-sheer.
plano-concave, -conical, -convex, -horizontal, -orbicular, subulate.
plant-cane, -eating.
plasterwork.
platter-faced.
playbill, book, day, fellow, game, goer, going, ground, house, maker, mate, thing, time, wright, writer.
pleasant-tongued.
pleuro-pneumonia; the rest one word.
plot-proof.
plowbote, boy, foot, gang, gate, head, land, man, point, share, tail, wright.
plutomania.
pock-broken, mark, marked, -pitted, -pudding, wood.
pocketbook, knife.
point-blank, -device.
pointingstock.
pointsman.
pokebag, root, weed.
poking-stick.
poleax, cat, star, wig.
policeman.
polygamo-diœcious.
pondfish, weed.
pooh-pooh.
poorbox, house, -john, -spirited, -spiritedness, -will, -willie.
popeye, gun.
poppyhead.
portcrayon, fire, folio, hole, hook, man, reeve, -royalist, way.
porte-bonheur, -cochère, feuille, -lumière, monnaie.
porterhouse.
post-abdomen, -captain, -disseizin, -disseizor, -fine, -Glacial, -mortem, -Nicene, -obit, -office, -partum, -Pliocene, -road, -temporal, -Tertiary, -tonic, -tragus, -tympanic; the rest one word.
postmaster-general.
potale, ask, -au-feu, -bellied, -belly, boiler, boy, hole, hook, house, latch, lid, luck, man, pie, pourri, sherd, stone, -valiant, -walloper.
pouch-mouthed, -shell.
pound-breach, cake, -degree, -foot, keeper, -rate.
pousse-café.
powder-down (a.), flask, horn, mill, -posted.
praise-meeting, worthily, worthiness, worthy.
pressman, pack, work.
pretty-face, -spoken.
prick-eared, madam, punch, wood.
pricking-up.
priestcap, craft, fish, -ridden.
princelike, wood.
princesslike.
printshop.
prittle-prattle.
privateersman.
prizeman.
probe-pointed.
prompt-book, -note.
prongbuck, -hoe, horn.
proof-arm, -proof.
proslavery.
proto-albumose, -Doric, -elastose, -organism; the rest one word.
provost-marshal, -marshal-general.
pseudo-angle, -apostle, -bulb, -bulbil, -china, -clergy, -cone, -corneous, -costate, -cumene, -diphtheritic, -dipteral, -distance, -episcopacy, -foliaceous, -form, -galena, -genus, -heart, -hexagonal, -hypertrophic, -malachite, -martyr, -membrane, -membranous, -metallic, -monocotyledonous, -parenchyma, -perianth, -periodic, -peripteral, -philosopher, -romantic, -siphon, -siphuncle, -symmetric, -symmetry, -xanthin; the rest one word.
psittaco-fulvine.
psycho-motor.
public (prefix), all take hyphen.
puckball, fist.
pudding-headed.
puddle-ball, -bar.
puffball, -leg, legged.
pug-faced, -nosed.
pullback, down.
pulpstone.
puntabout.
puppetman.
pure-impure.
purpleheart, wood.
purse-gilled, -proud.
pushpin.
putlog, -off, -up.
putter-on.
putty-faced, root.
puzzle-headed.
pygmyweed.

Q.

quagmire.
quarry-faced, man.
quarter-deck, foil, hung, man, master, pace, -phase, -saw, staff, -tenses.
quartermaster; official names take the hyphen.
quater-cousin, -tenses.
quickbeam, hatch, lime, sand, -scented, set, -sighted, -sightedness, silver, silvered, silvering, step, -witted, -wittedness, work.
quillback, wort.
quincewort.
quinsywort.
quintuple-nerved, -ribbed.
quitclaim, rent.

R.

rabbitmouth, -mouthed, root.
rabble-rout.
raceabout.

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rackabones, arock, -rent, -renter, tail, work.
radiate-veined.
radio-active,-activity,-carpal, flagellata, meter metric, -micrometer, -muscular, phone, -ulnar.
ragfish, man, picker, weed, work, worm, wort.
rainbow, bowed, drop, fall, -tight.
rakehell, stale, -vein.
ramline, pick, rod, shackle.
rap-full.
rarebit, ripe.
raree-show.
raspberry.
ratepayer.
ratfish, lines, -tail, -tailed, -trap (a.).
ratsbane, baned.
rattlebox, -brained, -down, head, -headed, pate, -pated, snake, trap, weed, wings, wort.
rawboned, head, hide.
razorback, -backed, bill.
re '(prefix for *again*) -ally, -collect, -cover, -create, -creation, -creative, -ferment, -form, -formation, -lease, -let, -mark, -present, -presentation, -press, -reiterate, -resolve, -search, -sign, -sound, -store, -treat, -turn; the rest one word.
ready-made, -witted.
rear-admiral, -horse, mouse, ward (n.).
recto-uterine, -vaginal, -vesical.
redback, belly, berry, bird, breast, buck, bud, cap, coat, eye, fin, finch, fish, -gum, -hand, -handed, head, hoop, horn, -hot, knees, leg, legs, -letter, mouth, poll, -riband, root, sear, shank, -short, skin, start, streak, tail, -tailed, -tape (a.), -tapism, -tapist, throat, top, ware, weed, wing, withe, wood.
reedbird, buck, -mace, work.
reef-band.
remainder-man.
renal-portal.
rendrock.
rep-silver.
resino-electric.
rest-harrow.
rez-de-chaussée.
rhinestone.
rhodeswood.
rhomboid-ovate.
rib-band, roast, wort.
ricebird, flower, -shell.
rickrack, stand.
ridgeband, piece, plate, pole, rope.
riffraff.
riflebird, man.
right-about, -angled, -hand, -handed, -handedness, -hearted, -heartedness, -lined, -minded, -mindedness, -running.
rimbase, -fire.
rinderpest.
ringbark, bill, bird, bolt, bone, dove, -eye, head, fish, fowl, leader, man, master, neck, -necked, sail, straked, -streaked, tail, -tailed, toss, worm.
ripple-marked.
riprap, sack, saw.
riverside, weed.
rix-dollar.
roach-backed.
roadbed, maker, side, stead, way, weed.
robe-de-chambre.
rockfish, hair, rose, sucker, weed, wood, work.
rocking-chair, -horse, -stone.
rodman, wood.
roebuck, deer, stone.
rolling-pin.
rollway.
rolly-poly, -pooly.
rooftree.
roommate.
rootcap, stock, worm.
ropeband, bark, dancer, dancing, walk, walker, way, -yarn.
rope's-end (v.).
rosebay, bill, bud, bush, -colored, -cut, drop, finch, fish, head, hill, mary, -pink, -red, -rial, root, -water (a.), wood, worm, wort.
roughcast, caster, draw, dry, -footed, -grained, head, hew, hewer, hewn, leg, -legged, rider, scuff, setter. shod, strings, tail, wing, work, wrought.
roughing-in.
roundabout, -arm (a.), -backed, fish, head, headed, house, ridge, -shouldered, tail, top, -up, worm.
roundsman.
roustabout.
rowboat, lock, port.
rubblestone, work.
rubstone.
rudderhead, hole, post, stock.
rule-monger.
rumseller.
runabout, -around, away, fish, -off, round, way.
runghead.
rush-bearing, light, like.
ruta-baga.

S.

saberbill, tooth, -toothed, wing.
sacculo-cochlear, -utricular.
sackbut, cloth, clothed, -winged.
saddleback, -backed, bags, bow, cloth, nose, rock, -shaped, tree.
sadiron.
safe-conduct, -edged, guard, -keeping, -pledge.
sagebrush, bush, rose, wood.
sailboat, cloth, fish, maker, making.
salacetol, band, eratus.
salesman, woman.
salewort.
salso-acid.
saltbush, cat, cellar, foot, -green, mouth, wort.
salverform, -shaped.
sandalwood.
sandbagger, -blind, fish, glass, hiller, lot (a.), man, necker, paper, peep, piper, pit, stay, stone, weed, wood, worm, wort.
sang-froid.
sans-culotte, -culottic, -cullotism, -souci.
saphead, skull, wood.
satinbush, wood.
sauce-alone, box, pan.
save-all.
sawbelly, bill, bones, buck, dust, fish, fly, horn, horse, mill, -set, tooth, -toothed, -whet, -wort, -wrest.
saxhorn, -tuba.
scaleback, beam, board, fish, foot, tail, -winged.
scallop-shell (a.).
scaly-winged.
scapegallows, goat, grace, -wheel.
scarecrow.
scarfskin.
scarletseed.
scatter-brain, -brained, good.
sceneman, shifter.
scentwood.
scholarlike.
schoolbook, boy, dame, fellow, girl, house, ma'am, maid, man, master, mate, mistress, room, -ship, -teacher, -teaching.
scot-free.
scotch-hopper.
scourfish, way.
scrag-necked.
scrapbook.
scrapepenny.
scratchback, brush, weed, work.
screw-cutting, -driver, stem.
scrubboard, grass, stone.
scytheman, stone, whet.
sea-bar, beach, beard, berry, -blubber, board, bound, coast, -ear, farer, faring, -gate, girt, going, -longworm, -maid, -mall, man, **mark**, -mell, -orb, -pen, piece, port, quake, scape, shell, shore, sick, sickness, side, ware, way, weed, wife, worthiness, worthy; adjectives not given take hyphen.
seamanlike.
sealbird, -brown, skin, wort.
searchlight.
searcloth.
second-class (a.), -first, -foot, hand, -rate, -sight, -sighted.
secreto-inhibitory, -motor, -motory.
secundo-geniture.
see-bright, catch, caw, saw, see.
seedbox, cake, cod, -lac, lip, lop, time.
seedsman.

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seek-no-further, -sorrow.
seerfish, hand.
selectman.
self (prefix) same; all the rest take hyphen.
semi (prefix), all one word, except where followed by cap, in which case use hyphen.
sensori-motor, -volitional.
sergeant-at-arms, -major.
serio-comic.
serpent-tongued, wood.
serrate-ciliate, -dentate.
serum-therapy.
servo-motor.
sessile-eyed
setback, bolt, down, -fair, -off, out, -stitched, -to, -up.
setterwort.
seven-eyes, fold, holes, night, score, -shooter, -thirties, -up.
shadberry, bird, fly, -spirit, -waiter, working.
shadefish, tail.
shagbark, -haired, -rag.
shakedown.
shallow (prefix), adjectives take hyphen.
shamefaced, fast, flower, -proof.
shard-borne.
sharebeam, bone, broker, holder, wort.
sharp-cut, aw, -set, shooter, shooting, -sighted, -sightedness, tail, -witted.
shatter-brained, -pated.
she-balsam, -bear, -cat, -oak, -pine, sole.
sheepback, berry, cot, -faced, fold, -headed, hook, kill, master, men, rack, shank, -sick, -shearer, -shearing, skin, split.
sheerwater.
shellapple, bark, fish, head, -less, proof, work, worm.
shield-bearer, drake, -shaped, tail.
shill-I-shal-I.
shilly-shally.
shinglewood.
shinhopple, plaster.
shipboard, builder, building, holder, load, master, mate, owner, -rigged, shape, worm, wreck, wright, yard.
shireman.
shiver-spar.
shockdog, -head, -headed.
shoebill, black, horn, maker, making.
shoeinghorn.
shop (prefix), all one word.
shoreweed.
shortcake, -circuit (v.), clothes, coming, hand, head, horn, leaf, -leaved, neck, sighted, stop, wing; other adjectives take hyphen.
shot-clog, gun, -proof.
shoulder-shotten.
shovelbill, board, fish, head, nose, -nosed.
showbread, man, room.
shrill-gorged, -tongued.
shroud-laid.
shrovetide.
shuffleboard, cap, wing.
shuttlecock.
sick-brained.
sicklebill, man, weed, wort.
sideboard, bone, hill, long, piece, saddle, -taking, track (v.), walk, -wheel, winder, wiper.
siegework.
sigh-born.
sight-hole, proof, -seeing, -seer, -shot.
sightsman.
signalman.
signboard, post.
silkman, -stocking (a.), weed, wood, worm.
Siluro-Celtic.
silverback, belly, berry, bill, billy, boom, -eye, fin, fish, -rod, sides, smith, spot, tail, tip, tongue, vine, ware, weed; adjectives take hyphen.
simple-hearted, -minded, -mindedness.
simon-pure.
sing-sing, -song.
singlebar, -foot, -heartedly, -loader, -phaser, stick, thorn, ton, tree; adjectives take hyphen.
sister-in-law.
sitfast.
sixfold, -footer, pence, penny, score, shooter.
skeelduck, goose.
sketchbook.
skewerwood.
skidpan, way.
skill-less.
skimback.
skinbound, -deep, flint.
skipjack.
skullcap, fish.
skunkbill, head, top, weed.
skygazer, lark, larking, light, rocket, sail; adjectives take hyphen.
slab-sided.
slam-bang.
slang-whanger.
slapdash, jack.
slapeface.
slate-color, -gray.
slaughterhouse, man.
slaveborn, holder, holding.
sleep-at-noon, -charged, waker, waking, walker, walking, wort.
sleepyhead.
sleuthhound.
slickensides.
slipboard, coat, knot, -on, shod, shoe, slop.
slopseller, shop, work.
slowback hound, worm; adjectives take hyphen.
sluiceway.
slyboots.
smallclothes, pox, sword.
smearcase.
smell-feast, -less.
smithcraft.
smock-faced.
smoke-dry, house, jack, stack, wood; adjectives take hyphen.
smoothbore; other adjectives take hyphen.
snailfish, -like, -paced.
snakebird, fish, head, mouth, neck, root, stone, weed, wood.
snake's-beard, -head, -mouthed, -tongue.
snapdragon, head, tool, weed.
sneezeweed, wood, wort.
snippack, -snap.
snipebill, fish, -nosed.
snowball, berry, bird, -blind, -blindness, -bound, -broth, cap, -capped, clad, drift, drop, fall, finch, flake, fleck, flight, fowl, plow, shed, shoe, shoer, shoeing, slide, slip, storm, -white.
snub-nosed.
snuffbox.
so-called (a.), -so.
soapberry, bush, fish, root, stone, suds, wood, wort.
sober-minded, -mindedness.
sodworm.
soft (prefix) heartedness; adjectives take hyphen.
soi-disant.
soldierwood.
soleplate.
sol-fa.
solicitor-general.
somebody, how, thing, times, what, when, where, while, whither.
son-in-law.
songcraft.
soothfast, say, sayer, saying.
sorehead.
sound-board; adjectives take hyphen.
sounding-board.
soupe-maigre.
soursop, wood.
southbound, down, east, easter, easterly, eastern, eastward, eastwardly, west, wester, westerly, western, westward, westwardly.
southernwood.
sowbane.
spadebone, fish, foot.
spaeman, wife.
spandogs, -new, piece, worm.
sparerib.
sparhawk, -hung, piece.
sparrowgrass, tongue, wort.
spatterdashed, dashes, -dock.
spearfish, head, man, mint, wood, wort.
speechmaker.
speedwell.
spellbind, binder, bound, work.

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spendthrift, thrifty.
spiceberry, bush, wood.
spiderflower, like, wort.
spikebill, fish, horn, nard, nose, tail.
spileworm.
spillway.
spindlelegs, shanks, tail, worm; adjectives take hyphen.
spineback, belly, bill, -finned, foot, tail, -tailed.
spirepole.
spiritual-minded, -mindedness.
spitball, box, fire, -venom.
spitchcock, cocked.
spitscocked.
splanchno-skeleton.
splashboard.
splayfoot, footed, mouth, mouthed.
spleenwort.
splinterproof.
splitbeak, feet, finger, mouth, -tail, -tongued, worm.
spoilsman, monger.
spokeshave.
spokesman.
spoonbill, -billed, drift, flower, -meat, tail, wood, worm, wort.
sportsman.
sprayboard.
spread-eagle (a.).
springboard, bok, fish, halt, head, tail, tide, time, worm.
spritsail, tail.
spurflower, gall, -heeled, -royal, -shell, way, wing, -winged.
spurling-line.
spurn-water.
spyboat, glass.
squaremouth, -rigged, spot, tail, -toed, -toes.
squarroso-dentate.
squint-eye, -eyed.
stableboy, man.
stack-guard, stand, yard.
staffman.
stag-evil, -horn (a.), -horned, hound, worm.
stagecoach, coachman, -headed, house, play, player, -struck.
staircase, head, way.
stake-driver, head, holder.
stalemate.
stalk-eyed.
stalking-horse.
stall-feed, man.
stand-by, gale, pipe, point, still.
standard-bred, -wing.
stander-by, grass, wort.
starboard, -bowlines, bush, -chamber, craft, finch, fish, fruit, gazer, gazing, light, like, lit, monger, nose, proof, shine, shoot, stone, throat, wort; adjectives not given take hyphen.
start-up.
statecraft, house, monger, room.
states-general, man, woman.
statesmanlike.
statuelike.
stavewood.
stay-bar, lace, maker, -plow, sail, ship.
steadfast.
steamboat, boating, ship.
steelhead, yard.
steep-down, grass, -up, weed, wort.
steeplechasing, -crowned.
steerageway.
steersman.
stem-clasping, -winder, -winding.
step-down (a.), -up (a.); the rest one word except step grate.
stepping-stone.
stereo (prefix) -chemic, -chemical, -chemistry; the rest one word.
sternforemost, post, way, -wheel, -wheeler.
stewpan, pot.
stickleback.
stiff (prefix) -neckedness, tail; adjectives take hyphen.
stillbirth, born, -burn, house, -hunt, -hunter, hunting, room, stand.
stock-blind, broker, dove, fish, holder, jobber, jobbing, man, owl, -still, work.
stokehold, hole.
stonebird, -blind, bow, brash, -break, breaker, buck, chat, -cold, cray, crop, cutter, cutting, -dead, -deaf, gall, -hammer, hatch, -hearted, -mortar, pecker, root, runner, seed, -still, wall, ware, weed, wood, work, wort.
stopcock, -gap, -over, ship.
stopping-out.
storehouse, keeper, room, ship.
stork-billed.
storm-beat, bird, cock, finch, glass, wind.
storybook, -teller, -telling, -writer.
stout-hearted, -heartedness.
stovehouse, pipe.
stowaway, board.
straddlebug.
straightedge, forward, forwardly, forwardness, horn, -joint, -lined, -out, -spoken, -way (a)., way (adv.).
strait-handed, handedness, -jacket, -laced, -waistcoat.
strap-shaped, work.
strato-cirrus, -cumulus.
strawberry, board, -cutter, small, smear, worm; adjectives take hyphen.
streetwalker.
stringboard, course, halt, piece.
strip-leaf.
strokesman.
strongback, hand, hold, -mindedness, -water; adjectives take hyphen.
stub-bred.
stuccowork.
stuck-up.
studbook, fish, -horse.
stumbling-block, -stone.
stump-bred, -rooted, -tailed.
sub (prefix) -base, -bass; the rest one word.
subject-matter, -object, -objectivity.
sugarhouse, plum.
sulpho-urea; the rest one word.
sulphur-bottom, weed, wort.
summer-fallow, house, stir, tide, tree.
sunbeam, bird, blink, bonnet, bow, burn, -burner, burning, burst, dart, dew, dial, dog, down, downer, drops, fish, flower, glass, glow, light, like, lit, proof, rise, rising, set, setting, shade, shine, shiny, squall, stone, stroke, -struck, up; other adjectives not given take hyphen.
supple-chapped, -jack.
supra (prefix) -acromial, -angular, -auricular, axillary, -esophagal, -ethmoid, -ilium: the rest one word.
sure-footed.
surfboat, man.
surgeon-general.
swag-bellied, belly, man.
swagsman.
swanflower, herd, -hopping, like, mark, neck, pan, skin, -upping, wort.
swan's-down.
sward-cutter.
swashbuckler, way.
sway-backed, -bracing.
sweep-saw, stake, stakes, washer.
sweetbread, brier, heart, meat, root, -sop, water, weed, wood, wort; adjectives take hyphen.
swinebread, case, -chopped, cote, fish, herd, pipe, -pox, stone, sty.
swingbar, devil, tree.
swinglebar, tail, tree.
switchboard, man.
swivel-eyed.
swoopstake.
swordbill, fish, man, play, player, proof, -shaped, tail.
swordsman.

T.

tablebook, cloth, -land, man, spoon, spoonful, ware.
tacksman.
taglock, -rag, tail.
tail-bay, black, board, flower, piece, pin, race, stock, -water.
tailor-made.
take-in, -off, -up.
taking-off.

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talebearer, bearing, teller.
talesman.
tall-boy.
tallow-face, -faced, -wood.
tallyho, man.
tangfish, whaup.
tangleberry, fish.
tanyard.
taphouse, room, root.
tapeline, worm.
tarboy, weed, whine.
taskmaster, work.
taxgatherer, gathering, payer.
teaberry, cup, cupful, kettle, pot, -saucer, spoon, spoonful.
teamwork.
tearpit, -thumb; adjectives take hyphen.
teaze-hole.
te-hee.
tele-iconograph; the rest one word.
telesmeter.
telltale.
tempolo-auricular; the rest one word.
tenfold, -o'clock (a.), penny, pins, -pounder, -strike.
tenderfoot, -heartedly, heartedness, loin; adjectives take hyphen.
tenter-hook.
tenthmeter.
tentmaker, wort.
ternatopinnate.
terneplate.
terracultural, culture.
terre-tenant, -verte.
terror; adjectives take hyphen.
tether-ball.
tetra; all one word except tetra paper.
tetter-totter, wort.
text-book, -hand, man.
thankworthiness, worthy.
thanksgiver, giving.
thenadays.
thenceforth, forward.
there (prefix) -anent; the rest one word.
thermo-anæsthesia, -element, -excitory, -inhibitory; the rest one word.
thickbill, head, -knee, leaf, set, skin, skull, -stamen; other adjectives take hyphen.
thimbleberry, eye, rig, rigger, weed.
thin; adjectives take hyphen.
thio-urea; the rest one word.
third-borough, -penny.
thornback, bill, bird, but, -headed, set, tail.
thorough-brace, bred, fare, foot, going, -lighted, paced, pin, sped, wax, wort.
thousandfold, -jacket.
thrall-less, -like.
threadbare, fin, fish, foot, -shaped, worm.
three-decker, fold, pence, penny, -phaser, -pile; other adjectives take hyphen.
thricecock; adjectives take hyphen.
throatband, boll, latch, root, wort.
throw-crook, -off.
thrum-eyed, wort.
thumbbird, screw.
thunderbird, bolt, burst, clap, cloud, fish, flower, fly, head, proof, shower, squall, stone, storm, strike, worm.
tickseed, tack.
tidbit.
tideland, -rode, waiter, way.
tidesman.
tiebar, beam, -rod, tick, wig.
tiger-eye, -foot, -footed.
tiger's-foot, -milk.
tile-drain (v.), fish, root, seed, stone.
tilt-mill, -up, -yard.
timberhead, man, work.
timekeeper, piece, pleaser, saving, server, serving, -table; other adjectives take hyphen.
tinman, mouth, smith, stone, tie, type, ware.
tipburn, cart, cat, staff, toe, top, -up, worm.
tippling-house.
tire-woman.
tiring-room.
titbit, lark, mouse.
titano-cyanide, -fluoride, -silicate.
tithingman.
title-page.
titter-totter.
tittlebat, -tattle, -tattling.
ti-tri.
toadback, eater, fish, flax, flower, head, stone, stool.
toastmaster.
to-day, -do, -fall, -morrow, -name, -night, willy.
tollbooth, gate, house, man.
tomboy, cat, cod, fool, foolery, john, noddy, rig, tit, -tom.
tombstone.
tonguebird, fish, flower, -flowered, -shaped, -shell, -tie, -tied, worm.
ton-mile.
tool-post, -stock, -rest.
toonwood.
toothache, back, bill, brush, drawer, flower, pick, shell, wort.
top-armor, -block, -boots, -chain, -cloth, coat, -drain, -draining -dress, -dressing, gallant, -hamper, -heavy, knot, -light, man, mast, piece, -proud, -rope, sail, -shaped, -shell, sides, soil, soiling, stone, -tackle, -timbers, -tool.
tops-and-bottoms, man.
torchbearer, light, wood, wort.
touchback, -box, down, hole, -me-not, -needle, -pan, -paper, piece, stone, wood.
tough-cake, -head, -pitch.
tous-les-mois.
tout-ensemble.
towboat, cock, -head, line, path, rope.
towerwort.
town-crier, hall, house.
townsfolk, man, people.
toyhouse, man, shop, wort.
trackman, master, -road, scout.
trade-mark.
tradesman, people, -unionist, woman.
tragi-comedy, -comic, -comical, -comi-pastoral.
trainband, bearer.
tramrail, road, way.
trans (prefix), one word unless followed by a cap, then use hyphen.
trapball, door, hole, stick.
trawlboat, net, warp.
treadboard, mill, -softly, wheel.
treasure-house, -trove.
treebeard, nail.
trencher-man.
trench-plow.
trestletree, work.
trigesimo-secundo.
tripe-de-roche, man, stone.
triple-crowned, -headed, -tail.
troopbird, fowl, ship.
trothplighted.
trou-de-loup.
troutbird, -colored.
trucebreaker.
truckle-bed.
truckman.
true-blue, -born, -bred, -hearted, heartedness, love, -penny.
trumpet-shaped, -tongued, weed, wood.
trumplike.
trundle-bed, head, tail.
trunkback, fish, nose, work.
trustworthy, worthiness.
truth-lover, -teller.
trysail, -square.
tubeform, -nosed, rose, -shell, worm.
tubfish, man.
tuck-net.
tue-iron, -irons.
tufthunter, hunting.
tugboat.
tulip-eared, -shell, wood.
tumblebug, -down, dung, weed.
tum-tum.
tun-bellied, hoof.
tupman.
turban-shell, -top.
turfman, worm.
turkeyback.
turnbroach, -buckle, coat, cock, halle, key, -out, over, pike, plate, -sick, sole, spit, stile, stone, table, wrest.

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turnip-shell, wood.
turtleback, dove, -footed, head, -shell.
tusk-shell.
tut-nose, -work, -workman.
tutti-frutti.
twelfth-cake, -day, -night, -second, tide.
twelvemonth, pence, penny, score.
twentyfold, -fourmo.
twice (prefix); adjectives take hyphen.
twinborn, leaf, like, likeness.
'twixt-brain.
two-decker, fold, pence, penny, -phaser, -step; adjectives take hyphen.
typesetter, setting, write, writer, writing.

U.

U-shaped.
ultra-elliptic; the rest one word.
un (prefix), always one word unless followed by cap letter, when the hyphen will be used.
under (prefix) -age, -arm, -garment; the rest one word.
unhooped-for.
unlooked-for.
up (prefix) bound, -line, -to-date; the rest one word.
Ural-Altaic.
uranoso-uranic.
uran-utan.
urn-shaped.
uva-ursi.

V.

V-shaped.
vainglorious, gloriously, gloriousness, glory.
valve-shell.
van-courier, guard.
vare-headed.
vase-shaped.
vaso-inhibitory; the rest one word.
vegeto-alkali, -animal.
veinstone.
velvetbreast, leaf.
venthole.
ventro-inguinal, lateral.
vergeboard.
vertebro-iliac.
vestryman.
vice-consul, gerency, gerent, man, -president, -regal, royalty.
vigesimo-quarto.
vine-clad, dresser, yard.
violet-tip.
vis-a-vis.
vitreo-electric.
vitro-di-trina.
voltammeter, ampere, meter.
volta-electric, -electrometer, meter, metric, plast, type.
volte-face.
vulvo-uterine.

W.

wage-earner, -work, -worker.
wagon-headed, load, -roofed, wright.
wainbote, wright.
waistband, cloth, coat.
wait-a-bit, awhile.
wake-robin, time.
walk-mill, -over.
wallbird, -eye, -eyed, flower, -plat, -sided, wort.
war-beaten, fare, like, lock, monger, mouth, path, proof, wolf, worn.
ward-corn, mote, robe, room.
wardsman.
warehouse, room.
warehouseman.
warm-blooded, -hearted, -heartedness.
wartweed, wort.
washboard, bowl, dish, house, -off, out, pot, stand, tail, tub.
washerman, woman.
wastebasket, board, book, weir.
watchdog, house, maker, man, tower, word, work.
water-bearer, board, bok, -bound, -closet, -colorist, cup, fall, flood, fowl, -furrow, -horse, -laid, leaf, -logged, man, mark, melon, phone, pot, proof, proofing, -ret, -rolled, -rot, scape, shed, shoot, -soak, spout, -standing, -tath, -tight, -vascular, way, weed, -withe, work, worn, wort.
wattmeter.
wave-worn.
waxberry, bill, bird, bush, -eye, flower, weed, wing, work, worker.
waybill, board, bread, bung, farer, faring, gate, -going, -goose, lay, layer, maker, mark, side, -wise, wiser, worn.
wayz-goose.
weakfish, -hearted, -kneed, -minded, -mindedness.
weasel-faced, fish, snout.
weather-beaten, -bit, -bitten, board, boarding, -bound, cock, -driven, -fend, fish, glass, head, proof, wise, worn.
weaverfish.
webeye, foot, worm; adjectives take hyphen.
wedgebill, -shell; adjectives take hyphen.
weighbeam, board, bridge, -house, lock, master.
welladay, -being, doer, doing, drain (v.), head, hole, -meaner, -nigh, spring, -willer, -wish, wisher; adjectives take hyphen.
wentletrap.
werewolf.
westbound.
wetbird, -shod.
whaleback, boat, bone, head, man.
whatever, not, soever.
wheatbird, ear, worm.
wheelband, barrow, bird, house, man, -shaped, stone, swarf, work, -worn, wright.
whenever, soever.
whenceever, soever.
whereabout, abouts, as, at, by, for, from, in, into, of, on, out, soever, through, to, unto, upon, with, withal.
whetstone.
wheyface, -faced.
whichever, soever.
whinberry, chat, -sill, stone, yard.
whipbird, cord, fish, graft, lash, -poor-will, saw, -shaped, staff, stalk, stick, stitch, stock, -tom-kelly, worm.
whipper-in, snapper.
whirlabout, bat, -blast, pool, wig, wind.
whistlefish, wing, wood.
whiteback, bait, bark, beam, beard, belly, bill, -blaze, blow, bottle, boy, cap, coat, -ear, -eye, -face, fish, -foot, head, -heart, -pot, root, rump, side, smith, tail, thorn, throat, tip, top, wall, wash, -water, weed, wing, wood, worm, wort; compound all adjectives.
whithersoever.
whity-brown.
whoever, so, soever.
whole-hoofed, -length, sale, -souled.
whomsoever.
whoremaster, monger, son.
whortleberry.
whosesoever.
wickerwork.
wickiup.
wide-awake, gap, spread; other adjectives take hyphen.
widow-bench, -hunter, -maker, -wail.
wifelike.
wigwag.
wild-cat (a.), fire, grave, wood.
will-o'-the-wisp.
willow-herb, -thorn, -weed, -wort.
willy-mufty, -wagtail, -willy.
windbibber, bore, bound, -break, -broken, coffer, -dog, fall, fallen, fanner, -fertilized, flower, gall, hover, mill, pipe, -plant, -rode, row, -shaken, storm, -sucker, -sucking, tight.
windlestraw.
windowpane.
wineberry, bibber, glass, sap.
wingfish, seed, -shell; adjectives take hyphen.
winkle-hawk, -hole.
wintergreen, -ground, kill, -rig, tide, weed; adjectives take hyphen.
wiredraw, -drawer, -heel, -puller, -pulling, -tailed, work, -worker, worm.
wise-hearted, -like.

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wishbone, -wash.
wishy-washy.
witchuck, fish, -starved.
witch-alder, craft, -elm, -hazel, -tree, wood.
withdrawing-room.
witherband, -wrung.
withe-rod.
with (prefix), all one word.
wizen-faced.
woe-begone.
womankind, like.
wonderland, struck, work, -worker, -working.
woodbind, bine, -bound, chat, chuck, cock, cracker, craft, cut, cutter, cutting, hack, hacker, hewer, hole, house, jobber, knacker, land, -layer, man, -note, -of-the-Holy-Cross, pecker, -queest, rock, roof, ruff, stone, wall, ward, -wash, -wax, -waxen, work, worm.
woodsman.
wool-dyed, fell, gathering, grower, growing, -hall, head, man, pack, sack, shed, stock.
woolly-head.
wordbook, -catcher.
wordsman.
workaday, bag, basket, bench, box, day, fellow, folk, house, man, master, room, shop, table, woman.
working-day, man.
workmanlike.
world-wide.
worldly-minded, -mindedness, -wise.
worm-eaten, -eatenness, hole, seed, -shaped, -shell, wood.
worn-out.
would-be (a.).
wreath-shell.
wreckfish, -master.
wringbolt, staff.
wristband.
wrong-timed; all others one word.
wrybill, mouth, neck, necked.
wych-elm, -hazel.

Y.

yachtsman.
Yankee-Doodle.
yardarm, keep, stick, wand, master.
yarraman.
yawl-rigged.
yearbook.
yeast-bitten.
yellowbill, bird, -covered, crown, -eyed, fin, fish, -golds, -hammer, head, legs, poll, root, rump, seed, shanks, shins, tail, throat, top, weed, wood, wort.
yeomanlike.
yesterday, eve, -evening, morn, -morning, night, noon, week, year.
yokefellow, mate, -toed.
yourself.
yttro-cerite, -columbite, -tantalite.
Yuletide.

Z.

zantewood.
zebrawood.
Zend-Avesta.
zigzag.
ziment-water.
zinco-polar.

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